



Bassetlaw
DISTRICT COUNCIL
— North Nottinghamshire —

CABINET

AGENDA

Meeting to be held in the
Council Chamber,
Retford Town Hall, DN22 6DB
on Tuesday, 7th October 2014
at 6.30pm

(Please note time and venue)

**Please turn mobile telephones to silent during meetings.
In case of emergency, Members/officers can be contacted
on the Council's mobile telephone: 07702 670209.**

**In accordance with the Openness of Local Government Bodies Regulations 2014,
audio/visual recording and photography at Council meetings is permitted
in accordance with the Council's protocol 'Filming of Public Meetings'.**

CABINET

Membership 2014/15

Councillors: A Chambers, J Evans, S A Greaves, J A Leigh, S May, J White and G J Wynne

Substitute Members: None

Cabinet Members:

Policy and Community Engagement:	Councillor S A Greaves
Performance and Strategy:	Councillor G J Wynne
Corporate and Customer Services:	Councillor S May
Housing:	Councillor A Chambers
Finance:	Councillor J Evans
Neighbourhoods:	Councillor J A Leigh
Regeneration:	Councillor J White

Assistants: (Non-Voting)	Corporate and Customer Services:	Councillor M Richardson
	Housing:	Councillor M Gregory
	Neighbourhoods:	Councillor J Potts

Advisory Members: Councillors H M Brand and D Challinor
(Non-Voting)

Liaison Members: Councillors B Barker, H Burton, K H Isard and A Simpson
(Non-Voting)

Quorum: 2 Members

Lead Officer for this Meeting

Mr N Taylor - Ext 3266

Administrator for this Meeting

Mrs J A Hamilton - Ext 3146

CABINET

7TH OCTOBER 2014

AGENDA

1. SUSPENSION OF COUNCIL PROCEDURE RULES FOR 15 MINUTES TO ALLOW QUESTIONS FROM MEMBERS OF THE PUBLIC
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS * (pages 5-6)
(Member and Officers attention is drawn to the attached notes and form)
 - (a) Members
 - (b) Officers
4. MINUTES OF THE MEETING HELD ON 2ND SEPTEMBER 2014 * (pages 7-15)
5. MINUTES FOR ACTION AND IMPLEMENTATION * (pages 17-19)
6. OUTSTANDING MINUTES LIST * (pages 21-22)
7. FORWARD PLAN * (pages 23-24)

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

8. REPORT(S) OF THE CABINET MEMBER – FINANCE *
 - (a) Car Park Fees and Charges (Key Decision No. 456) (pages 25-30)
9. REPORT(S) OF THE CABINET MEMBER – REGENERATION *
 - (a) Friends of Bassetlaw Museum (Key Decision No. 415) (pages 31-32)

Other Decisions

10. REPORTING MINUTES *

None
11. REPORT(S) OF THE CABINET MEMBER – REGENERATION *
 - (a) Harworth Housing Zone (pages 33-36)

Exempt Information Items

The press and public are likely to be excluded from the meeting during the consideration of the following items in accordance with Section 100A(4) of the Local Government Act 1972.

SECTION B - ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

12. REPORT(S) OF THE CABINET MEMBER – FINANCE *

- (a) Proposed Removal of Restrictive Covenant from Land at Chancery Lane, Retford (Key Decision No. 460) (pages 37-39)

Other Decisions

None

13. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

* Report attached

NOTES:

1. The papers enclosed with this Agenda are available in large print if required.
 2. Copies can be requested by contacting us on 01909-533146 or by e-mail julie.hamilton@bassetlaw.gov.uk
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EFFECTIVE DATE OF DECISIONS

1. **All key decisions made at this meeting will be referred to the Overview and Scrutiny Committee and will not come into force until that Committee has considered the decisions and has decided not to "call in" any decision.**
2. **A copy of all non key decisions will be sent to all Members of the Council and any four Members may then, within five days, request that any particular decision be referred to the Overview and Scrutiny Committee - in which case the particular decision will not come into force until that Committee has considered the decision and has decided not to "call in" the same. If no such request is made decisions will come into effect at the end of the five day period.**

DECLARATION OF INTERESTS

HOW TO USE THIS FORM

There are now only two types of Declaration of Interest:

Disclosable Pecuniary Interests)	Details can be found in the Councillors Code of Conduct which is contained in the Council's Constitution (a summary is printed below)
)	
)	
Non Pecuniary Interests)	

Upon receipt of the attached form you will need to enter the name and date of the Committee and your own name. By looking at the Agenda you will no doubt know immediately which Agenda Items will require you to make a Declaration of Interest.

Fill in the Agenda Item number in the first column of the form.

Enter the subject matter and any explanations you may wish to add in the second column.

In the third column you will need to enter **either** if you are declaring a disclosable pecuniary interest, **or** a non pecuniary interest.

The form must then be signed and dated. Please remember that if during the actual meeting you realise that you need to declare an interest on an additional Agenda Item number please simply amend the form during the meeting.

The form must be handed into the Committee Administrator at the end of the meeting.

NB. The following is a summary prepared to assist Members in deciding at the actual meetings their position on INTERESTS it is not a substitute for studying the full explanation regarding INTERESTS, which is contained in the Council's Constitution and the Code of Conduct for Councillors, which is legally binding.

Members and Officers are welcome to seek, PREFERABLY WELL IN ADVANCE of a meeting advice from the Council's Monitoring Officer on INTERESTS.

Disclosable Pecuniary Interests

May relate to employment, office, trade, profession or vocation carried on for profit or gain
May relate to sponsorship
May relate to contracts
May relate to interests in land
May relate to licences to occupy land
May relate to corporate tenancies
May relate to securities

Action to be Taken

Must disclose to the meeting
- existence of the interest
- the nature of the interest
- withdraw from the room
- not seek improperly to influence a decision on the matter

Non Pecuniary Interests

May relate to any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by the Council
May relate to any person from whom you have received a gift or hospitality with an estimated value of at least £25
A Member may also have a non pecuniary interest where a decision in relation to that business might reasonably be regarded as affecting wellbeing or the wellbeing of other council tax payers, or ratepayers or inhabitants in the electoral division or ward, as the case may be, affected by the decision.

Action to be Taken

Must disclose to the meeting
- existence of the interest
- the nature of the interest
- not seek improperly to influence a decision on the matter.

(Note – there are special provisions relating to “Sensitive Interests” which may exclude the above provisions in certain circumstances.)

CABINET

Minutes of the Meeting held on Tuesday, 2nd September 2014 at Worksop Town Hall

- Present: Councillor S A Greaves (Chair),
Councillors A Chambers, J Evans, S May, J White and G J Wynne.
- Assistants: Councillors J Potts and M Richardson.
- Advisory Members: Councillor D Challinor.
- Liaison Members: Councillors B Barker, H Burton, K H Isard and A Simpson.
- Officers: D Armiger, G Blenkinsop, S Brown, J Hamilton, M Hill, L Hull,
M Ladyman, N Taylor, R Theakstone, R Wilkinson and S Wormald.
- Also present: Councillors B A Bowles and J M Sanger.

(The meeting opened at 6.33pm.)

(The Vice-Chairman, Councillor G J Wynne, welcomed all to the meeting, read out the Fire Evacuation Procedure, and also enquired as to whether any member of the public or press wished to film/record the meeting or any part thereof; although there was a member of the press present, this was not taken up.)

(Councillor S A Greaves joined the meeting at this point and took up the Chair.)

29. QUESTION TIME - PUBLIC

Council Procedure Rules were suspended for fifteen minutes to allow questions from the public; however, there were no members of the public present.

30. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors H M Brand, M Gregory and J A Leigh.

31. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

(a) Members

Councillors S A Greaves and J White declared non-pecuniary interests in Agenda Item No. 13(b) – Worksop Town Football Club, as they are both members of the Worksop Town 500 Club. They remained in the meeting.

(b) Officers

There were no Declarations of Interest by officers.

32. MINUTES OF THE MEETINGS HELD ON 19TH JUNE AND 1ST JULY 2014

RESOLVED that the Minutes of the meetings held on 19th June and 1st July 2014 be approved.

33. MINUTES FOR ACTION AND IMPLEMENTATION

RESOLVED that the Minutes for Action and Implementation be received.

34. OUTSTANDING MINUTES LIST

RESOLVED that the Outstanding Minutes List be received.

35. FORWARD PLAN

It was noted that in respect of Key Decision No. 460 – Proposed Removal of Restrictive Covenant from Land at Chancery Lane, Retford, the planning application had been determined by delegated powers on 1st September 2014 and therefore officers would now be in a position to look at this issue.

RESOLVED that the Forward Plan be received.

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

36. REPORT(S) OF THE CABINET MEMBER – CORPORATE AND CUSTOMER SERVICES
– COUNCILLOR S MAY

(a) Planning for the Introduction of Universal Credit (Key Decision No. 417)

Members were provided with an overview of the Council's preparation for the introduction of Universal Credit. The Council is as prepared as it can be and the report gave updates on key issues; workstreams; and the Local Support Services Framework scheme. However, the national timetable for implementation has slipped, although the current assumption is that Universal Credit will go live for new claims in all areas during 2016.

The Council has a key role to play as the Authority responsible for administering housing benefits which will be incorporated into the new Universal Credit; also, A1 Housing acts as the landlord for social housing in Bassetlaw. As a community leader, the Council will provide support to online applicants via Council and Public Access Points, and training to enable customers to develop skills to complete their own applications.

It was noted that the figure at paragraph 3.13 is not yet known but Members will be advised in due course.

Options, Risks and Reasons for Recommendations

Many of the risks identified here and throughout the report can be ameliorated by the adoption of a clear implementation plan by the Council. A clear plan will act as a focal point, by requiring achievable goals and targets to be set, to ensure that confusion and inefficiency can be measurably and demonstrably kept to a minimum. As the project evolves and the effects of other changes to the welfare system are better understood, the Policy with regards to the Council's approach to the Universal Credit can be amended.

The Council continues to take a proactive approach to plan for the introduction of Universal Credit. There should be a proportionate response to make sure that significant

resources are not used to address issues that may not materialise. However, the Council should ensure that it is properly prepared and has thought through the various implications and formed a view on the level of the Council's involvement where there is some discretion.

RESOLVED that the progress to date be noted and Cabinet be advised of any policy or resource implications arising from the introduction of Universal Credit.

37. REPORT(S) OF THE CABINET MEMBER – FINANCE – COUNCILLOR J EVANS

(a) Budget Monitoring and Capital Programme Update Report to 30th June 2014 (Key Decision No. 447)

Members were informed of: the spending position for the period 1st April to 30th June 2014 for the Council's General Fund, Housing Revenue and Capital Programme, and any significant variances from the approved budgets; the proposed resourcing of the Capital Programme and the level of Council capital resources available, including capital receipts; Treasury Management budget issues; and the regular quarterly update on performance against the approved Treasury Management Prudential Indicators for the period ending 30th June 2014.

Members' approval was sought for new additions, variations and re-profiling to the existing Capital Programme.

Options, Risks and Reasons for Recommendations

The budget monitoring section of the report provides managers' forecasts and is for information only. There are always some risks that the actual outturn variance could be substantially different from that currently shown (mainly due to the volatility of income), but the report sets out officers' projections, and as such, the financial risk that may occur by 31st March 2015.

The Council has responsibility for delivering its Capital Programme on time and not doing so could undermine the achievement of its objectives. The bi-monthly capital monitoring meeting will continue into the future.

There may be changes to the way the Capital Programme is financed as officers review the most appropriate methodology as part of the closedown process for 2014/15.

RESOLVED that:

1. The position with regard to revenue and capital budget monitoring be noted.
2. The 'new approvals' to the 2014/15 Capital Programme totalling £0.145m, as detailed in Appendix 3 of the report, be approved.
3. The 'other variations' to the 2014/15 Capital Programme totalling £1.279m, as detailed in Appendix 3 of the report, be approved.
4. The 're-profiling' to the 2014/15 Capital Programme totalling (£0.928m), as detailed in Appendix 3 of the report, be approved.
5. The proposed resourcing of the Capital Programme and the level of capital receipts currently available to fund any further capital expenditure be noted.
6. The quarterly update on performance against the approved Treasury Management Prudential Indicators for the period ending 30th June 2014, as detailed in Appendix 6 of the report, be noted.
7. The weekly investment balances made throughout the first quarter of the financial year, in conjunction with the Security, Liquidity and Yield benchmarking data for the Council, as detailed in Appendix 7 of the report, be noted.

(b) Proposed Sale of Land and Buildings at West Retford Hall, Retford (Key Decision No. 459)

Members' approval was sought for the Property Manager to advertise and dispose of two areas of land and buildings adjacent West Retford Hall. Appendices to the report showed the areas proposed for sale and the proposed development if the sale is approved.

It was noted that the General Fund capital receipt will go into the capital pot for future capital investment and also that the proposed development is below the threshold for Community Infrastructure Levy and the provision of affordable housing.

Options, Risks and Reasons for Recommendations

Option One – To do nothing. However, a capital receipt will be lost and the ongoing maintenance liability will remain with the Council. Although the buildings are now wind and water tight, the Asset Management Plan identified a figure in the region of £180,000 being required to refurbish the buildings in the courtyard area.

Option Two – To dispose of the site with the benefit of a development brief which will generate a significant capital receipt. A small scale new build redevelopment on the site will go forward which will also bring back into use a number of existing buildings. In total, there will be six dwellings on the site. The purchase of the site will be required to construct a new building within the retained depot which will provide better welfare facilities and some additional storage. An area of land not included in the sale will provide an opportunity for a community garden to be established by the Friends of Kings' Park.

RESOLVED that the Property Manager be authorised to advertise the site for sale and finalise negotiations to sell the premises.

38. REPORT(S) OF THE CABINET MEMBER – HOUSING – COUNCILLOR A CHAMBERS

(a) BDC/A1 Management Agreement (Key Decision No. 421)

Members' approval was sought for the adoption of the BDC/A1 Management Agreement which had been appended to the report for Cabinet, Assistants, Advisory and Liaison Members, and deposited in the Members' Room. This document will form the legal framework agreement between the two organisations for the management of Council owned properties within the District. The current Management Agreement expires on 31st October 2014.

It was noted that the new contract will run for 15 years, although the Council will have the option to review it every five years, with six months' notice required to terminate the contract with A1 Housing.

Options, Risks and Reasons for Recommendations

Option One – To approve the commencement of the BDC/A1 Management Agreement from 1st April 2015 which reflects revised governance arrangements and the role of the ALMO in contributing to the Authority's overall corporate aims and objectives.

Option Two – To not approve the recommendations and carry out a further review of options. The risks of possible alternative options were detailed in the 2012 Housing Options report. In addition, the timescale in completing a further review would seriously compromise current and future service delivery.

RESOLVED that:

1. Approval be given for the BDC/A1 Management Agreement to commence from April 2015.
2. Approval be given for an extension of the current contract until April 2015. In the interim period, a Shadow Board be established based upon the agreed governance arrangements between A1 Housing and Bassetlaw District Council.

(b) Review of Choice Based Lettings (Key Decisions Nos. 437 & 438)

Members were updated on the outcome of the review/consultation of the Choice Based Lettings scheme and were asked to consider the policy amendments resulting from the review, which were appended to the report.

It was noted that 74% of the respondents to the consultation were in favour of a five-year residency rule and 34% of the Be Heard From Home Club respondents were also in favour. A Liaison Member raised the issue that a recent LGIU Briefing Note had stated that the maximum for any residency rule is three years. The Chairman asked that this be investigated and confirmed.

Options, Risks and Reasons for Recommendations

Option One – To approve the proposed changes. This will ensure that the policy is in line with legislative requirements and will ensure the Council provides maximum choice for residents according to their housing need. If agreed, it will be necessary to undertake a full Equality Impact Assessment of the changes to ensure that any equality issues can be addressed.

Option Two – To not approve the proposed changes. The risk is that A1 Housing will be unable to deliver the Choice Based Lettings Homefinder service in line with existing housing demand.

RESOLVED that:

1. The changes to the Choice Based Lettings Policy, as set out in Appendix A of the report, be approved to enable the Council to have a fit-for-purpose allocations policy which allows the Council to utilise its stock to applicants in need.
2. The Choice Based Lettings Review group to meet to agree the wording of the new policy and determine operational changes, which will enable a full Equality Impact Assessment to be undertaken.
3. A final report be presented to Cabinet for formal approval of the new policy.

39. REPORT(S) OF THE CABINET MEMBER – REGENERATION – COUNCILLOR J WHITE

(a) Investing in North Nottinghamshire – Regeneration and Growth Strategy (Key Decision No. 443)

Members' approval was sought for the adoption of the Investing in North Nottinghamshire Growth Strategy 2014-2028. The report focused on the consultation process which was completed in July 2014. A full copy of the consultation document had been deposited in the Members' Room.

The Strategy, the first of its type adopted by the Council for over ten years, sets out a framework for growth and economic development over a 14-year period. It articulates the aspirations for business development and enterprise growth within North Nottinghamshire and

aligns with the Bassetlaw Local Development Framework, the Sheffield City Region Growth Plan, the D2N2 Strategy for Growth and the Nottinghamshire Growth Plan. Consultation was undertaken with a number of key stakeholders within the local government and regeneration sectors who have general support for the objectives of the Strategy. Comments were also received from the Environment Agency and Natural England.

An Advisory Member suggested that the Chesterfield Canal should be promoted, together with places of interest along its length running through Bassetlaw.

Options, Risks and Reasons for Recommendations

Option One – To not support the Strategy.

Option Two – To adopt the Strategy which will act as the basis and corporate direction for future Council actions in relation to economic development, regeneration and economic growth in the area.

RESOLVED that the Investing in North Nottinghamshire Growth Strategy 2014-2028 be adopted.

(b) Visitor Economy Strategy (Key Decision No. 457)

Members' approval was sought for a Visitor Economy Strategy which will drive the need to deliver a tourism service in a cost-effective manner by working closely with other partners. The report focused on: the District's assets; value; place-shaping; opportunity; storyscape; Pilgrim Fathers' origins; Festival of Stories; industrial heritage; landscape; and resources. An action plan was appended to the report which puts estimated costs against the strategic aims for the visitor economy against a realistic timetable. Of particular note is the quad-centenary celebration of the landing of the Pilgrim Fathers at Plymouth colony in 1620.

It was noted that the Council has been invited to attend a presentation by the National Trust on 6th October as to how the two organisations can work together. The North Notts Place Board has set up a tourism group to look at private sector provision for the visitor economy. Suggestions from elected Members included the promotion of Mr Straw's House and making use of already documented histories by local historians, particularly in rural villages.

Options, Risks and Reasons for Recommendations

Option One – To not support the Strategy.

Option Two – To choose which parts of the Strategy to support.

RESOLVED that the Strategy be supported and consultation be commenced, with a further report back to Cabinet in December 2014.

Other Decisions

40. REFERRAL(S)

(a) Joint Employee Council – 16th July 2014 – Minute No. 8(b) – Pension Banding Policy

RESOLVED that the Pension Banding Policy be adopted.

41. REPORT(S) OF THE CABINET MEMBER – POLICY AND COMMUNITY ENGAGEMENT
– COUNCILLOR S A GREAVES

(a) Quarter 1 Performance

Members were presented with the Quarter 1 Performance report which provides an update on the delivery of the Corporate Plan and the performance of a suite of Key Performance Indicators. The Performance Management Framework document was also appended to the report.

Cabinet Members gave brief updates on what is going well within their portfolio area as well as what requires additional investment/action.

A Liaison Member questioned the validity of Cabinet assessing its own performance but the Monitoring Officer advised that, as Cabinet Members are accountable for their portfolio areas, the new reporting regime allows them to give a “rounded picture” on the positives and negatives regarding the delivery of the Corporate Plan. The scrutiny element has not been diminished as all Key Decisions are presented to the Overview and Scrutiny Committee for endorsement, together with the call-in of any non-key decisions.

Options, Risks and Reasons for Recommendations

In presenting performance reports to Cabinet, the Council ensures that Portfolio Holders take responsibility for delivery of the Corporate Plan 2014/17 and are committed to ensuring the Council is properly managing corporate performance.

The Council has the options of placing responsibility for performance management back within the Scrutiny function but the benefits identified within the report arising from the changes would be lost.

RESOLVED that the contents of the Quarter 1 Performance report be noted, also that action to address underperformance is being taken.

(b) Worksop Town Football Club

Members’ approval was sought to award financial assistance of £15,000 to Worksop Town Football Club to ensure that the Club continues to operate for the 2014/15 season.

The Club is in acute financial difficulties due to the former Chairman ceasing all financial support. The Club has launched a number of fundraising initiatives to raise over £100,000, including the establishment of a 500 Club and securing sponsorship from local businesses.

Liaison Members raised issues on the Club’s finances, asked if documentary evidence had been provided as to its viability, and also if this was a good use of public money. The Leader of the Council replied that financial information had been provided by the Supporters Society Ltd, including accounts and a business plan. If approved, the financial support would be paid via the Worksop Town Supporters Society Ltd and can be done so under the general public well-being powers under Section 2 of the Local Government Act 2000 (as amended by the Localism Act 2011 and now in accordance with the Council’s general power of competence).

Options, Risks and Reasons for Recommendations

This is a discretionary decision, which Members can decide to accept or not.

By approving the payment, the Club can continue to operate for the 2014/15 season and opportunities to develop and expand into a multi-sport, multi-ability, mass-participation club are not lost.

The Directors of Worksop Town Supporters Society Ltd have provided assurances that the resources provided will be utilised for the purposes of assisting with club running costs and associated expenses.

RESOLVED that financial assistance of £15,000 be approved, as a one-off payment, to assist Worksop Town Football Club to overcome its current difficulties.

42. REPORT(S) OF THE CABINET MEMBER – REGENERATION – COUNCILLOR J WHITE

(a) Changes to Section 106 Procedures

Members were informed of proposed changes to the way in which Section 106 monies are handled by the Council.

The council currently draws a 5% (or £5,000 capped fee) management/monitoring fee based on the totality of the financial requirement from all new Section 106 agreements to cover its costs of administering this process. The proposed change is that the 5% (or £5,000 capped fee) should be a separate additional charge to the development and not drawn out of the monies procured from the developer. In addition, a minimum fee of £500 will be applied where no direct financial contribution is required by the agreement.

Options, Risks and Reasons for Recommendations

It is important that clear financial arrangements are put in place to manage the monies received through Section 106 agreements. Failure to do so could mean that schemes considered important to the delivery of new development do not take place or that monies which are not spent have to be returned to the applicant. Whilst a number of proprietary packages exist to manage this process, the arrangement proposed builds on existing arrangements and will involve limited, if any, additional cost to the Council.

RESOLVED that a management fee of 5%, capped at a maximum of £5,000, be charged against all new Section 106 agreements. Where no direct financial contribution is required by the agreements, a minimum of £500 shall apply.

43. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RESOLVED that, in accordance with Part 1 of Schedule 12A of the Local Government Act 1972, and after considering the public interest test as set out by the officer in the body of the report, Members agreed that the following items of business involved the likely disclosure of exempt information as defined in Paragraph 3, and therefore, in accordance with Section 100A of the Act, the press and public be excluded from the meeting:

Agenda Item No. 15(a) – Core Applications Contract – Paragraph 3

(Councillors Bowles and Sanger remained in the meeting with the Chairman's permission.)

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

44. REPORT(S) OF THE CABINET MEMBER – CORPORATE AND CUSTOMER SERVICES – COUNCILLOR S MAY

(a) Core Applications Contract - Award (Key Decision No. 419)

Members were updated on the outcome of the Core Applications contract sourcing activity and the savings realised.

Options, Risks and Reasons for Recommendations

No options are applicable, as instructed by Cabinet, the report is to inform on actions already carried out under delegated authority.

RESOLVED that the circumstances of the contract award, together with the significant savings realised, be noted.

Other Decisions

None.

45. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

The Chairman closed the meeting after thanking everyone for their attendance.

(Meeting closed at 8.40pm.)

MINUTES FOR ACTION AND IMPLEMENTATION SHEET

CABINET – 2ND SEPTEMBER 2014

Subject to approval of Key Decisions by Overview and Scrutiny Committee on Tuesday, 16th September 2014 and subject to any call-in of Non-Key Decisions which expires at noon on Friday, 12th September 2014.

FROM: Senior Democratic Services Officer

TO: CDPM = Corporate Development and Policy Manager
 DRNS = Director of Regeneration and Neighbourhood Services
 EDM = Economic Development Manager
 HCS = Head of Corporate Services
 HFP = Head of Finance and Property
 HHR = Head of Human Resources
 HR = Head of Regeneration
 HSRM = Housing Strategy Renewal Manager
 LTBM = Local Taxation and Benefits Manager
 PM = Property Manager
 SICTM = Strategic ICT Manager

The following decisions are brought to your attention for action by the appropriate officers within your Service:

36. REPORT(S) OF THE CABINET MEMBER – CORPORATE AND CUSTOMER SERVICES – COUNCILLOR S MAY

(a) Planning for the Introduction of Universal Credit (Key Decision No. 417)

RESOLVED that the progress to date be noted and Cabinet be advised of any policy or resource implications arising from the introduction of Universal Credit.

LTBM

37. REPORT(S) OF THE CABINET MEMBER – FINANCE – COUNCILLOR J EVANS

(a) Budget Monitoring and Capital Programme Update Report to 30th June 2014 (Key Decision No. 447)

RESOLVED that:

1. The position with regard to revenue and capital budget monitoring be noted.
2. The 'new approvals' to the 2014/15 Capital Programme totalling £0.145m, as detailed in Appendix 3 of the report, be approved.
3. The 'other variations' to the 2014/15 Capital Programme totalling £1.279m, as detailed in Appendix 3 of the report, be approved.
4. The 're-profiling' to the 2014/15 Capital Programme totalling (£0.928m), as detailed in Appendix 3 of the report, be approved.
5. The proposed resourcing of the Capital Programme and the level of capital receipts currently available to fund any further capital expenditure be noted.
6. The quarterly update on performance against the approved Treasury Management Prudential Indicators for the period ending 30th June 2014, as detailed in Appendix 6 of the report, be noted.
7. The weekly investment balances made throughout the first quarter of the financial year, in conjunction with the Security, Liquidity and Yield benchmarking data for the Council, as detailed in Appendix 7 of the report, be noted.

HFP

(b) Proposed Sale of Land and Buildings at West Retford Hall, Retford (Key Decision No. 459)

RESOLVED that the Property Manager be authorised to advertise the site for sale and finalise negotiations to sell the premises.

HFP/PM

38. REPORT(S) OF THE CABINET MEMBER – HOUSING – COUNCILLOR A CHAMBERS

(a) BDC/A1 Management Agreement (Key Decision No. 421)

RESOLVED that:

1. Approval be given for the BDC/A1 Management Agreement to commence from April 2015.
2. Approval be given for an extension of the current contract until April 2015. In the interim period, a Shadow Board be established based upon the agreed governance arrangements between A1 Housing and Bassetlaw District Council.

DRNS

(b) Review of Choice Based Lettings (Key Decisions Nos. 437 & 438)

RESOLVED that:

1. The changes to the Choice Based Lettings Policy, as set out in Appendix A of the report, be approved to enable the Council to have a fit-for-purpose allocations policy which allows the Council to utilise its stock to applicants in need.
2. The Choice Based Lettings Review group to meet to agree the wording of the new policy and determine operational changes, which will enable a full Equality Impact Assessment to be undertaken.
3. A final report be presented to Cabinet for formal approval of the new policy.

DRNS/HSRM

39. REPORT(S) OF THE CABINET MEMBER – REGENERATION – COUNCILLOR J WHITE

(a) Investing in North Nottinghamshire – Regeneration and Growth Strategy (Key Decision No. 443)

RESOLVED that the Investing in North Nottinghamshire Growth Strategy 2014-2028 be adopted.

HR

(b) Visitor Economy Strategy (Key Decision No. 457)

RESOLVED that the Strategy be supported and consultation be commenced, with a further report back to Cabinet in December 2014.

HR/EDM

40. REFERRAL(S)

(a) Joint Employee Council – 16th July 2014 – Minute No. 8(b) – Pension Banding Policy

RESOLVED that the Pension Banding Policy be adopted.

HHR

41. REPORT(S) OF THE CABINET MEMBER – POLICY AND COMMUNITY ENGAGEMENT – COUNCILLOR S A GREAVES

(a) Quarter 1 Performance

RESOLVED that the contents of the Quarter 1 Performance report be noted, also that action to address underperformance is being taken.

CDPM

(b) Worksop Town Football Club

RESOLVED that financial assistance of £15,000 be approved, as a one-off payment, to assist Worksop Town Football Club to overcome its current difficulties.

HFP

42. REPORT(S) OF THE CABINET MEMBER – REGENERATION – COUNCILLOR J WHITE

(a) Changes to Section 106 Procedures

RESOLVED that a management fee of 5%, capped at a maximum of £5,000, be charged against all new Section 106 agreements. Where no direct financial contribution is required by the agreements, a minimum of £500 shall apply.

HR

44. REPORT(S) OF THE CABINET MEMBER – CORPORATE AND CUSTOMER SERVICES – COUNCILLOR S MAY

(a) Core Applications Contract - Award (Key Decision No. 419)

RESOLVED that the circumstances of the contract award, together with the significant savings realised, be noted.

HCS/SICTM

CABINET**7th October 2014****OUTSTANDING MINUTES LIST**

Members please note that the updated positions are shown in bold type following each item.

DRNS = Director of Regeneration and Neighbourhood Services; EDM = Economic Development Manager; HCS = Head of Corporate Services; HFP = Head of Finance and Property; HHR = Head of Human Resources; HR = Head of Regeneration; HSRM = Head of Strategic Renewal Manager; MPO = Major Projects Officer; SICTM = Strategic ICT Manager)

<u>Min.No.</u>	<u>Date</u>	<u>Subject</u>	<u>Decision</u>	<u>Officer Responsible</u>
175(d)	9.4.13	Bassetlaw Transactional Web Project (Key Decision No. 383)	(2)Relevant updates on the implementation of the project be reported to Cabinet, as key points, as the project progresses.	HCS/SICTM
Report to be presented to December 2014 meeting				
179(a)	9.4.13	Review of Bassetlaw Museum	(2)The principle of establishing a Friends Group to support the development of the Museum be approved, and details of how this will work be brought back to a future Cabinet Meeting for approval.	DRNS/HR
See Agenda Item No. 9(a)				
69(c)	1.10.13	Equality and Diversity – Annual Report 2013	(2)A further report on the outcomes of the Public Sector Equality Duty Review be submitted to a future meeting of Cabinet.	HCS
102(b)	3.12.13		(1)Updates on progress as part of the overall Equality updates be provided to future meetings of Cabinet.	HCS
2014 Annual Report to be presented to December 2014 meeting				
83(a)	5.11.13	Local Employment Initiatives (Key Decision No. 409)	(4)The exemplar strategy be presented to a future Cabinet.	DRNS/HHR
Report to be presented to December 2014 meeting				
123(c)	13.2.14	General Fund Capital Programme 2014/15 to 2018/19 (Key Decision No. 404)	(4)A further report be submitted to Cabinet during the summer to determine any updates and new additions to the approval Capital Programme for 2015/16 to 2018/19.	HFP
Report to be presented to November 2014 meeting				

125(b)	13.2.14	Former Vesuvius Works – Use of Section 106 Funding (Key Decision No. 441)	(2)The working group determines the most effective and efficient way to use the community recreational funding arising through the Vesuvius Section 106 agreement and, where appropriate, report back to Cabinet in due course.	HR
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Report to be presented to November 2014 meeting

18(a)	1.7.14	Section 106 Contributions - Update	(3)Officers provide a regular report back to Cabinet on the details of outstanding Section 106 agreements and the progress made in ensuring the defrayment of monies held.	HR/MPO
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Report to be presented to a future meeting

38(b)	2.9.14	Review of Choice Based Lettings (Key Decision Nos. 437 & 438)	(3)A final report be presented to Cabinet for formal approval of the new policy.	DRNS/HSRM
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Report to be presented to a future meeting

39(b)	2.9.14	Visitor Economy Strategy (Key Decision No. 457)	The Strategy be supported and consultation be commenced, with a further report back to Cabinet in December 2014.	HR/EDM
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Report to be presented to December 2014 meeting

Bassetlaw District Council - Forward Plan 2014/15

19th September 2014

CABINET MEETING 7 th October 2014	CABINET MEETING 4 th November 2014	CABINET MEETING 2 nd December 2014	COUNCIL MEETING 18 th December 2014	EXTRAORDINARY CABINET 6 th Jan 2015
Bassetlaw Museum Friends Group (Key Decision No. 415) Cabinet Area: Regeneration	Community Infrastructure Levy Charging Policy (Key Decision No. 434) Cabinet Area: Regeneration	Local Employment Initiatives – Exemplar Strategy (Key Decision No. 404) Cabinet Area: Regeneration		Calculation of Council Taxbase 2015/16 (Key Decision No. 461) Cabinet Area: Corporate and Customer Services
Car Park Fees and Charges (Key Decision No. 456) Cabinet Area: Finance	Former Vesuvius Works – Use of Section 106 Funding (Key Decision No. 441) Cabinet Area: Regeneration	Choice Based Lettings Scheme – Final (Key Decision Nos. 437 & 438) Cabinet Area: Housing		Council Tax Reduction Scheme 2015/16 (Key Decision No. 462) Cabinet Area: Corporate & Customer Services
Proposed Removal of Restrictive Covenant from Land at Chancery Lane, Retford (Key Decision No. 460) Cabinet Area: Finance CONFIDENTIAL	Introducing Charges for Street Naming and Numbering (Key Decision No. 463) Cabinet Area: Corporate & Customer Services	Housing Strategy (Key Decision No. 448) Cabinet Area: Housing		Business Rates Budget 2015/16 (Key Decision No. 466) Cabinet Area: Finance
Service Reviews – Final CONFIDENTIAL	Quarter 2 2014/15 Budget Monitoring to 30th September 2014 (Key Decision No. 464) Cabinet Area: Finance	Visitor Economy Strategy (Key Decision No. 457) Cabinet Area: Regeneration		
	General Fund Capital Budget 2015/16 to 2019/20 (Key Decision No. 471) Cabinet Area: Finance	Equalities Annual Report (Key Decision No. 465) Cabinet Area: Policy & Community Engagement		

CABINET MEETING 7th October 2014	CABINET MEETING 4th November 2014	CABINET MEETING 2nd December 2014	COUNCIL MEETING 18th December 2014	EXTRAORDINARY CABINET 6th Jan 2015
	East Coast Trains Consultation Document (Key Decision No. 472) Cabinet Area: Regeneration	Fees and Charges 2015/16 (Key Decision No. 467) Cabinet Area: Finance		
		Housing Revenue Account Capital Budget 2015/16 to 2019/20 (Key Decision No. 468) Cabinet Area: Finance		
		Housing Revenue Account Budget 2015/16 to 2017/18 (Key Decision No. 469) Cabinet Area: Finance		
		Medium Term Financial Plan 2015/16 to 2017/18 (Key Decision No. 470) Cabinet Area: Finance		
		Strategic Housing Service Review CONFIDENTIAL Cabinet Area: Housing		

CABINET

The voting members of the Cabinet, which is the District Council's Executive, are shown alongside their area of responsibility. They are all contactable in writing to Bassetlaw District Council, Queen's Building, Potter Street, Worksop, Notts, S80 2AH, or by telephoning or emailing as shown below:

COUNCILLOR	AREA OF RESPONSIBILITY	CONTACT
Councillor Simon Greaves	Policy and Community Engagement	Tel: 07949 129239 Email: simon.greaves@bassetlaw.gov.uk
Councillor Griff Wynne	Performance and Strategy	Tel: 07712 751359 Email: griff.wynne@bassetlaw.gov.uk
Councillor Sylvia May	Corporate and Customer Services	Tel: 07762 195426 Email: sylvia.may@bassetlaw.gov.uk
Councillor June Evans	Finance	Tel: 01302 743239 Email: june.evans@bassetlaw.gov.uk
Councillor Alan Chambers	Housing	Tel: 07535 783383 Email: alan.chambers@bassetlaw.gov.uk
Councillor Julie Leigh	Neighbourhoods	Tel : 07432 674846 Email: julie.leigh@bassetlaw.gov.uk
Councillor Jo White	Regeneration	Tel : 07535 783386 Email: jo.white@bassetlaw.gov.uk

BASSETLAW DISTRICT COUNCIL

CABINET

7th OCTOBER 2014

REPORT OF THE DIRECTOR OF CORPORATE RESOURCES

CAR PARK FEES AND CHARGES

Cabinet Member: Finance
Contact: Mike Hill
Ext: 3174

1. **Public Interest Test**

- 1.1. The author of this report, Mike Hill, has determined that the report is not confidential.

2. **Purpose of the Report**

- 2.1. To propose changes to the hours of operation and categorisation of car parks, and to recommend changes to the pricing structure.

3. **Background**

- 3.1. A report was presented to the 9th February 2012 Cabinet outlining a strategic review of the car parking service in terms of fees and charges, and car park usage and rationalisation.
- 3.2. The report recommended a streamlined charging structure for short-stay and long-stay car parks, and future revisions of car park charges being aligned to relative CPI indices being approved as part of the annual fees and charges process.
- 3.3. It also approved a new charging structure for Priorswell car park, subject to the completion of road safety measures by Nottinghamshire County Council.
- 3.4. Bassetlaw District Council currently operates 16 charging car parks, with 11 located in Worksop and 5 located in Retford. It also manages New Street car park in Retford on behalf of Nottinghamshire County Council.
- 3.5. Given the current economic climate, the time is right to review these arrangements once again, with a particular focus on helping shoppers and traders within the two town centres.

Hours of Operation and Car Park Categorisation

- 3.6. Currently, all charging car parks become payable between the hours of 8 am and 6 pm. Out of the 16 charging car parks, 3 are classified as short-stay car parks and 13 are classified as long-stay car parks.

3.7. The latest review has focussed on the type of user that currently uses our car parks, and has tried to create a structure that reflects this. The proposal is as follows:

- Shopper – the charging hours will be reduced to 10 am until 4 pm to encourage the early and late shopper into Worksop and Retford to utilise the local shops and market stalls.
- Leisure – the Council has a car park in Priorswell Road in Worksop that is utilised for visitors to the Canch and the Priory.
- Visitor – these will be provided for our visitors or commuters to the two towns, and will be long-stay car parks.

3.8. Based on this new structure, three options have been considered for approval and adoption:

- **Option 1:** to apply the ‘Shopper’ hours of operation to the 3 short-stay car parks at Queen Street in Worksop, and Chancery Lane North and Chancery Lane South in Retford.
- **Option 2:** to apply the ‘Shopper’ hours of operation to the 3 short-stay car parks at Queen Street in Worksop, and Chancery Lane North and Chancery Lane South in Retford, but also include the long-stay car parks of Lead Hill in Worksop and West Street in Retford.
- **Option 3:** to apply the ‘Shopper’ hours of operation to all of the 16 charging car parks.

3.9. Based on the above, the costs associated with each option are estimated to be as follows:

	Option 1	Option 2	Option 3
	£	£	£
Estimated Cost Per Annum	28,000	42,000	135,000

Funding of Options

3.10. The intention of the Council is to help the shopper and the traders within the two towns, and it is therefore clear that to increase prices on the ‘Shopper’ car parks would be detrimental to that ambition. Based on this ideology, two options for funding the increase have been developed as follows:

- **Option A:** to apply a 10% increase on the ‘Visitor’ car parks, which would increase the charges from £1.00 to £1.10 for 0 to 2 hours, £1.50 to £1.70 for 2 to 4 hours, and £3.00 to £3.30 for over 4 hours.
- **Option B:** to apply a 20% increase on the ‘Visitor’ car parks, which would increase the charges from £1.00 to £1.20 for 0 to 2 hours, £1.50 to £1.80 for 2 to 4 hours, and £3.00 to £3.60 for over 4 hours.

- 3.11. Based on the above, the additional income to be generated with both options are estimated to be as follows:

	Option A	Option B
	£	£
Estimated Additional Income Per Annum	70,000	140,000

Priorswell Car Park

- 3.12. The Cabinet report in February 2012 approved a new charging structure for Priorswell car park, pending the completion of road safety measures by Nottinghamshire County Council. These have now been completed, and it is proposed that this car park has a pay and display meter installed and charging is commenced.

New Street Car Park, Retford

- 3.13. The Council manages the New Street car park in Retford on behalf of Nottinghamshire County Council. Under the agreement, any increases applied to the Bassetlaw long-stay car parks will also apply to the New Street car park.

Fees and Charges Appendix

- 3.14. The Appendix contains the detailed fees and charges in relation to car parks, and within this schedule, an inflationary increase has also been applied to the cost of season tickets.

4. Implications

- a) For service users

The recommendations will mean that long-stay users will pay more for their parking, but others will take advantage of the new arrangements.

- b) Strategic & Policy

No real implications on car parking strategies and policies, other than legal considerations associated with the proposals.

- c) Financial - Ref: 15/61

The financial implications are provided within the report. The recommended approach of option 2 for charging and option A for funding will generate net additional income of £28,000 which can be utilised to provide car park improvements as part of the capital programme, or to assist with any Christmas parking initiatives. These figures are obviously estimates and will only be accurately determined at the end of the trial period.

The income from the proposed charging of Priorswell car park is undetermined, but is estimated at £20,000.

- d) Legal – Ref: 164/10/14

The Council regulates its Off Street Parking places under the Road Traffic Regulation Act 1984. Any variation to the charges at those parking places would need to be advertised by public notices in the local press and at the Car Parks involved, in accordance with the Local Authorities' Traffic Orders (Procedure) Regulations 1996.

- e) Human Resources

None arising from this report.

- f) Community Safety, Equalities, Environmental

None arising from this report.

- g) Whether this is a key decision, and if so the reference number.

This is Key Decision No. 456.

5. **Options, Risks and Reasons for Recommendations**

- 5.1 Members have expressed a desire to support shops and market traders within our town centres, and the proposals within this report are designed to assist with that ambition.
- 5.2 Members may decide not to agree with the proposals set out in the report and continue with the current arrangements. This would essentially mean CPI price increases each year or at a suitable point in time for rounding purposes, with no changes to car park charging hours.
- 5.3 Members may decide to increase the charges by more than the recommendation, to support the Council in meeting its financial challenges going forward.
- 5.4 The table below provides a summary of the number of spaces available for 'Shopper' and 'Visitor' car parks both before and after the recommendations:

	Shopper:	Visitor:
Current Position:		
Worksop	105	964
Retford	65	274
	<hr/>	<hr/>
	170	1,238
Recommended Position:		
Worksop	181	888
Retford	105	234
	<hr/>	<hr/>
	286	1,122

6. Conclusions

- 6.1 The recommendations flow from the work undertaken by officers in developing the options included within this report. The finances of the Council are finely balanced, and any proposed reduction in income through initiatives such as reduced car park charging hours must be paid for by a matching increase elsewhere.
- 6.2 The recommendations made in this report will ensure that the proposed changes to car park charging hours in respect of the 'Shopper' car parks will be funded by the minor increase in prices for the 'Visitor' car parks.
- 6.3 The Council should review its car park arrangements on an ongoing basis, and will review the impact of these arrangements at the end of a 12-month period, when Members will be able to assess this experiment to see if it has had the economic stimulus that is being sought.

7. Recommendations

- 7.1 That Cabinet approve the new classifications of 'Shopper', 'Leisure', and 'Visitor' to be applied to all of the Council's owned and managed car parks.
- 7.2 That Cabinet approve the reduction of car park charging hours from 8 am - 6 pm to 10 am – 4 pm for all the designated 'Shopper' car parks.
- 7.3 That Cabinet approves option 2 and applies the 'Shopper' hours of operation to the car parks at Queen Street and Lead Hill in Worksop, and Chancery Lane North, Chancery Lane South, and West Street in Retford.
- 7.4 That Cabinet approves option A to apply a 10% increase on the 'Visitor' car parks (formerly the long-stay car parks), which would increase the charges from £1.00 to £1.10 for 0 to 2 hours, £1.50 to £1.70 for 2 to 4 hours, and £3.00 to £3.30 for over 4 hours.
- 7.5 That Cabinet approves the installation of a pay and display ticket machine at Priorswell Road in Worksop, and commences charging for its usage.
- 7.6 That Cabinet approves the inflationary increases to the charges for car park season tickets.
- 7.7 That Cabinet approves the introduction of the new arrangements and charges from 1st January 2015.
- 7.8 That the success or otherwise of the new arrangements be evaluated 12-months after the start of the trial period.

Background Papers

Previous Cabinet reports

Location

DIRECTORATE OF CORPORATE RESOURCES

FINANCE & PROPERTY

Not subject to VAT unless stated in the end column

	PREVIOUS 2013/14 £	CURRENT 2014/15 £	PROPOSED 1st Jan 2015 £	
CAR PARKS				
- Shopper Car Parks (10 am - 4 pm): Worksop - Queen Street, Lead Hill. Retford - Chancery Lane North, Chancery Lane South, West Street.				
Up to 1 hour	0.50	0.50	0.50	inc VAT
1 to 2 hours	1.20	1.20	1.20	inc VAT
- Visitor Car Parks (8 am - 6 pm): Worksop - Castle Hill, Central Avenue, Farr Park, Gateford Road, Memorial Avenue, Newgate Street East, Newgate Street West, Town Hall, Ebenezer Terrace. Retford - Chapelgate, Churchgate.				
Up to 2 hours	1.00	1.00	1.10	inc VAT
2 to 4 hours	1.50	1.50	1.70	inc VAT
Over 4 hours	3.00	3.00	3.30	inc VAT
Season Ticket				
12 months	400.00	400.00	440.00	inc VAT
6 months	225.00	225.00	245.00	inc VAT
3 months	125.00	125.00	135.00	inc VAT
- Leisure Car Parks (8 am - 6 pm): Worksop - Priorswell				
Up to 1 hour	FREE	FREE	FREE	
1 to 2 hours	FREE	FREE	0.50	inc VAT
All Day	FREE	FREE	3.00	inc VAT
Residents Parking Dispensation for designated residents for Chapel Walk and Ebenezer Terrace Car Parks	25.00	25.00	25.00	inc VAT

BASSETLAW DISTRICT COUNCIL

CABINET

7th OCTOBER 2014

**REPORT OF THE DIRECTOR OF REGENERATION
AND NEIGHBOURHOOD SERVICES**

FRIENDS OF BASSETLAW MUSEUM

Cabinet Member: Regeneration
Contact: David Armiger
Ext: 3187

1. Public Interest Test

David Armiger, the Head of Regeneration and author of this report has determined that the contents of the report are not of a confidential nature.

2. Purpose of the Report

To provide an update on the establishment of a Friends of Bassetlaw Museum Group.

3. Background

3.1 In April 2013 Cabinet considered a report that considered how the target saving for Bassetlaw Museum in 2013/14 could be achieved. As part of the wider review it was proposed that a Friends Group should be established along the lines of those that exist at other museums to raise funds and develop the activities offered by the Museum. It was envisaged that the Friends Group would become an independent body made up of interested local people and it would be able to target its activities to delivery new initiatives at the Museum which it would support through fund raising and use of donations.

3.2 A great deal of work has taken place to develop the Friends Group with the first meeting taking place in October 2013.

3.3 Since that time the Group has taken some significant steps, it has a Constitution, a bank account and public liability insurance which means that it is now able to undertake development activities.

3.4 The Constitution states out that the purposes of the Group are as follows:

1. To educate, inform and entertain.
2. To provide financially viable and socially desirable projects for the benefits of the communities catered for by Bassetlaw Museum and the wider public.
3. To advance education in the widest sense.
4. To raise money and invite and receive contributions to be applied to the Bassetlaw Museum's projects.
5. To engage in any other lawful activities to promote the Museum and the Friends of Bassetlaw Museum.

3.5 As part of the development work, the Group has established a calendar of events for the coming year, the first of which took place on 16th September 2014. The Inaugural AGM of the Group is also now set for February 2014.

3.6 Officers will continue to work with the Friends Group to ensure that the programme receives wide publicity and to provide assistance as required.

4. Implications

a) For service users

These are outlined above.

b) Strategic & Policy

The proposals in this report contribute to the Council priority of being efficient and effective.

b) Financial – Ref: 15/182

There are no specific financial implications arising from this report.

c) Legal – Ref: 235/10/14

There are no legal issues arising from this report.

e) Human Resources

There are no direct human resource implications arising from this report.

f) Community Safety, Equalities, Environmental

There will be limited implications on service users.

g) Whether this is a key decision, and if so the reference number.

This is Key Decision No. 415.

5. Options, Risks and Reasons for Recommendations

5.1 It is considered that as the Group is now in place the only effective option is to recognise the progress made and to continue to support the work of the Friends of Bassetlaw Museum.

6. Conclusions

6.1 The Museum Curator has worked hard with staff and volunteers to establish the Friends Group and it is now in a position to take forward the development work that will be a key part of the ongoing work to secure the long term future financial viability of the Museum.

7. Recommendations

7.1 That Cabinet welcomes the progress made to date in establishing the Friends of Bassetlaw Museum Group.

BASSETLAW DISTRICT COUNCIL

CABINET

7th OCTOBER 2014

**REPORT OF THE DIRECTOR OF REGENERATION
AND NEIGHBOURHOOD SERVICES**

HARWORTH HOUSING ZONE

Cabinet Member: Regeneration
Contact: David Armiger
Ext: 3187

1. Public Interest Test

- 1.1 The author of this report David Armiger has determined that this report is not confidential.

2. Purpose of the Report

- 2.1 To gain endorsement from Cabinet for the bid for the identification of the area around the former Harworth Colliery site as a Housing Zone.

3. Background and Discussion

- 3.1 Home Zones is a Government initiative aimed at unlocking housing development on Brownfield sites through the provision of £200m of recoverable investment funding for Housing Zones in England outside of London. Investment funding will usually be in the form of a **loan** with an appropriate interest rate
- 3.2 Central Government considers that the best outcomes are delivered where partnerships between the public and private sectors are strong and both sides are committed to delivering change and finding new ways of working. This prospectus asks for local authorities and developers to come forward in partnership - local authorities are invited to submit expressions of interest which will request a Housing Zone is designated and contain a bid for funding from a private developer.
- 3.3 Proposals for a Housing Zone must (except in exceptional circumstances which must be clearly justified) include a minimum of 750 housing units and be between 750 and 2,000. The other criteria for Housing Zones include:
- The majority of the Housing Zone must be on brownfield land.
 - The bid for designation must include a bid for investment funding from one or a number of private sector partners.
 - Provide details of how the planning requirements for the Housing Zone will be implemented.
 - The bid should also include reference to how good design will be achieved.

- Demonstrate that the local authority has the capacity (resources and skills) to deliver the Housing Zone.
 - Demonstrate that there is local support for a Housing Zone (e.g. the area is allocated for housing development in a neighbourhood plan or local plan).
- 3.4 Expressions of interest for designation as a Housing Zone will be prioritised based on the following:
- a) The extent to which designation as a Housing Zone will accelerate housing delivery and maximise regeneration opportunities.
 - b) The percentage of the Housing Zone on brownfield land.
 - c) Commitment to delivering high quality housing quickly.
 - d) Alignment with local priorities for housing and economic growth.
 - e) Evidence of a “something for something” deal where the local authority is also making a financial and/or in kind contribution, for example land, to the Housing Zone.
- 3.5 In relation to this last point, following discussions with the Homes and Communities Agency, it is proposed that the area of land shown on Plan A, which is currently owned by the Council and forms a landscape area adjacent the former colliery, is included as the Council’s contribution to the scheme. This land, which currently has a negligible value, would be transferred at no cost to the developer for use as a landscape buffer, subject to a suitable clause to ensure that the Council can benefit from any subsequent uplift in the value of the land. It is in reality likely that once planning approval is obtained for the scheme, the land would be subsequently transferred to the Town Council to ensure it is suitably maintained as a landscape area in the long term.
- 3.8 Harworth Estates who own the area of brownfield land that would form the Housing Zone has indicated that it is happy to put together the relevant business case and, as a result, a formal initial expression of interest will be submitted by 3rd October 2014. As a result, it is now necessary for Cabinet to provide formal endorsement of this bid and indicate that, subject to the approval of the Zone, it is prepared to agree to the transfer of land detailed above.
- 3.9 It should also be noted that Sheffield City Region Housing and Regeneration Board have indicated that they are happy to endorse the submission of the bid on behalf of the Local Enterprise Partnership.

4. Implications

- a) For service users

No direct impact to service users.

- b) Strategic & Policy

This document supports the objectives of the Council’s Corporate Plan and the Growth Plans produced by Sheffield City Region LEP and D2N2 LEP.

- c) Financial - Ref: 15/47

Nil at this stage, as there are no costs associated with this proposal and any land transfer would include an appropriate clause to ensure that the Council

would benefit from any subsequent uplift in the land value, which would be illustrated in future reports if applicable.

d) Legal – Ref: 236/10/14

A transfer of the Council owned land could be made subject to the imposition of an overage or clawback provision.

e) Human Resources

None from this report.

f) Community Safety, Equalities, Environmental

There are no negative equality implications arising from this report, as growth is widely recognised as one of the biggest factors in helping to address some issues.

g) Whether this is a key decision, and if so the reference number.

This is not a key decision.

5. Options, Risks and Reasons for Recommendations

5.1 There are no direct financial or policy risks associated with this proposal.

5.2 Members could choose not to support the bid, although this could mean that a potential mechanism for bringing forward a significant area of new residential development identified through a Neighbourhood Plan may be missed.

5.3 It is therefore recommended that this proposal is supported.

6. Recommendations

6.1 Cabinet endorses the bid for the identification of the area around the former Harworth Colliery site as a Housing Zone.

6.2 Cabinet approves the principle of the inclusion of land shown in Plan A within this scheme to enable the Property Manager to undertake the necessary works associated with the transfer of the site in accordance with the Scheme of Delegation.

Background Papers

Location

Plan A – Potential Housing Zone

