

ASHFIELD DISTRICT COUNCIL



Council Offices,
Urban Road,
Kirkby in Ashfield
Nottingham
NG17 8DA

Agenda

Cabinet

Date: **Monday, 26th November, 2018**

Time: **10.00 am**

Venue: **Council Chamber, Council Offices, Urban Road,
Kirkby-in-Ashfield**

For any further information please contact:

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CABINET

Membership

Chairman:

Councillor Jason Zadrozny

Councillors:

Christian Chapman
Robert Sears-Piccavey
Helen-Ann Smith

Tom Hollis
John Wilmott

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SUMMONS

You are hereby requested to attend a meeting of the Cabinet to be held at the time/place and on the date mentioned above for the purpose of transacting the business set out below.



R. Mitchell
Chief Executive

AGENDA

Page

1. To receive apologies for absence, if any.
2. **Declarations of Disclosable Pecuniary or Personal Interests and Non Disclosable Pecuniary/Other Interests.**
3. **To receive and approve as a correct record the minutes of the meeting of the Cabinet held on 1 October 2018** 5 - 10
4. **Place Enhancement** 11 - 18
Key Decision
Portfolio Holder: Councillor Jason Zadrozny – Leader of the Council
Portfolio Holder - Councillor Tom Hollis – Deputy Leader of the Council (Inward Focus)
5. **HS2 Consultation Response** 19 - 52
Key Decision
Portfolio Holder: Councillor Jason Zadrozny – Leader of the Council
6. **Ashfield Spring Clean** 53 - 66
Key Decision
Portfolio Holder: Councillor Helen-Ann Smith – Deputy Leader of the Council (Outward Focus)
Portfolio Holder: Councillor Christian Chapman - Cabinet Member (Joint Focus)
7. **Scrutiny Consideration of Play Strategy for Rural Areas / Green Space Projects** 67 - 70
Non-Key Decision
Deputy Leader of the Council (Outward Focus)

8. **Budget Monitoring (position to end of November 2018)** 71 - 82

Key Decision

Portfolio Holder: Councillor Robert Sears-Piccavey – Cabinet Member
(Inward Focus)

9. **Fees & Charges/Income Update** 83 - 116

Key Decision

Portfolio Holder: Councillor Robert Sears-Piccavey – Cabinet Member
(Inward Focus)

10. **Mid-Year Treasury Review** 117 - 124

Non-Key Decision

Portfolio Holder: Councillor Robert Sears-Piccavey – Cabinet Member
(Inward Focus)

11. **Universal Credit Support Staff** 125 - 128

Non-Key Decision

Portfolio Holder: Councillor John Wilmott – Cabinet Member (Outward
Focus)

CABINET

Meeting held in the Council Chamber, Council Offices, Urban Road, Kirkby-in-Ashfield,

on Monday, 1st October, 2018 at 11.00 am

Present: Councillor Jason Zadrozny in the Chair;

Councillors Christian Chapman, Tom Hollis,
Helen-Ann Smith and John Wilmott.

Apologies for Absence: Councillors Robert Sears-Piccavey.

Officers Present: Craig Bonar, Lynn Cain, Carol Cooper-Smith,
Ruth Dennis, Katherine Green, Peter Hudson,
Robert Mitchell and Paul Parkinson.

In Attendance: County Councillor David Martin and Councillor
Cheryl Butler.

**CA.35 Declarations of Disclosable Pecuniary or Personal Interests and Non
Disclosable Pecuniary/Other Interests**

No declarations of interest were made.

CA.36 Minutes

RESOLVED

that the minutes of the meeting of the Cabinet held on 10th September, 2018
be received and approved as a correct record.

CA.37 Play Strategy for the Rural Area/Green Space Projects

Cabinet considered an overview of the Council's proposed green space and
play area investment in the Rural areas and its submission through the
Council's Capital Gateway Process.

County Councillor David Martin was in attendance and spoke briefly about his
concern that the rural areas had been neglected over previous years regarding
adequate play area investment, notwithstanding the fact that the residents in
the rural areas were subject to an additional Council Tax precept through the
Parish Council. He welcomed the proposals and advised that he had
managed to facilitate a further injection of LIS funding for the Friezeland
Recreation Ground gym equipment scheme.

Members considered the alternative option of declining to secure the funding

and deliver the projects as identified.

RESOLVED that

- a) the proposed Play Area Schemes for the Rurals, as included in the report, to be considered and evaluated via the Council's Capital Gateway Process, be noted;
- b) it be noted that subject to evaluation via the Process criteria, there is currently an estimated net funding shortfall of £117,375 for the proposed schemes which would, in the absence of alternative funding being identified, need to be funded from Prudential Borrowing;
- c) the grant offers from Nottinghamshire County Council's Local Improvement Scheme for a total of £78,000 for schemes at Roundhills Recreation Ground, Sutton Lawn and Kingsway Park, Kirkby, as secured by local groups and supported by Councillor Rachel Madden and County Councillor Samantha Deakin, be accepted and approved;
- d) the additional injection of Local Improvement Scheme funding for the scheme at Friezeland Recreation Ground, as secured by County Councillor David Martin, be welcomed and noted.

Reason:

The report provides an update to Cabinet on Key Projects within the Council's Corporate Plan and brings together a long term programme of investment for our communities to enjoy the District's Parks and Open Spaces. The importance of the investment is demonstrated by Cabinet's commitment to mainstream funding through the Capital Programme as part of a four-year investment plan.

Successful grant allocation from Nottinghamshire County Council's Local Improvement Scheme will allow for the schemes at Roundhills Recreation Ground, Sutton Lawn and Kingsway Park, Kirkby to be progressed.

(During consideration of this item, Councillor Tom Hollis entered the meeting at 11.07 a.m.)

CA.38 Local Government Reorganisation

Cabinet were advised of the background, implications and response to date from the Council to Nottinghamshire County Council's motion to develop a formal case for Local Government Reorganisation, specifically a Unitary Council.

Members considered the alternative options of supporting the County Council's Local Government Reorganisation proposals or awaiting the outcome of the Business Case being prepared by the County Council before formally indicating the Council's position.

RESOLVED

that Council be recommended to formally support the Cabinet's position in opposing Nottinghamshire County Council's proposals for a Local Government

Reorganisation including a Unitary Council for Nottinghamshire.

Reason:

To reinforce the Council's opposition to Nottinghamshire County Council's proposal for Local Government Reorganisation including a Unitary Council for Nottinghamshire.

CA.39 Ashfield Local Development Scheme 2018

Cabinet was requested to approve the Ashfield Local Development Scheme 2018 which set out the Council's programme for the production of the new Ashfield Local Plan.

Cabinet Members acknowledged that with regard to the Section 106 and Community Infrastructure Levy, the Council were intent on ensuring that the new Local Plan would optimise the use of either the Levy or Section 106 requirements as part of the planning application process for the benefit of the Ashfield area and its residents wherever possible.

Due to the fact that legislation required the Council (as the local planning authority) to revise their Local Development Scheme (at such time as they consider appropriate) without any undue delay, Members had no alternative options to consider.

RESOLVED

that the Ashfield Local Development Scheme, as appended to the report, be approved and brought into effect from 1st October, 2018.

Reason:

To adhere to the legal requirement to maintain an up to date Local Development Scheme under the Planning and Compulsory Purchase Act 2004.

CA.40 Proposed Conservation Area for Hucknall - Public Consultation

Approval was sought from Cabinet to carry out a 6-week public consultation exercise on a proposed conservation area for Hucknall town centre.

Members considered the alternative option of declining to carry out public consultation and/or not proceeding with the adoption of a new conservation area for Hucknall town centre. This would mean the public would have no say in whether a conservation area should be designated and would result in no additional protection for the built heritage of Hucknall.

RESOLVED

approval be given to carry out a 6-week public consultation exercise on a proposed conservation area for Hucknall town centre.

Reasons:

Ashfield District Council has a legal duty under section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to review conservation

within the District from time to time. Public consultation demonstrates that the Council undertakes this duty and allows the public to engage and comment on Council proposals to designate a new conservation area.

Hucknall's town centre has a good blend of built environment, retail, heritage and the feel of a market town. The new investment and development work carried out by both Ashfield District Council and Nottinghamshire County Council in Hucknall town centre, provides an opportunity for the Council to consult on a conservation area in order to promote the unique features of the town centre and its immediate environs.

CA.41 34 Chatsworth Street, Sutton in Ashfield - Transfer from the General Fund to the HRA

Cabinet's authority was sought to appropriate 34 Chatsworth Street, Sutton in Ashfield from being an asset held within the General Fund into the Housing Revenue Account (HRA) and to enable it to be added to the Council's social housing stock.

Following introduction of the agenda item, Councillor Tom Hollis declared a Non Pecuniary/Other Interest in the matter due to his ownership of a property on Chatsworth Street. However, his interest was such that he stayed in the room and took part in the discussion and voting thereon.

Members considered the alternative option of declining to appropriate the property into the HRA and sell the property instead which would provide a capital receipt but would not increase social housing within the area.

RESOLVED

that the appropriation of the Council's asset, 34 Chatsworth Street, Sutton in Ashfield from the General Fund into the Housing Revenue Account and its addition back into the Council's social housing stock, be approved.

Reason:

To enable 34 Chatsworth Street, Sutton in Ashfield to be used for social housing.

CA.42 Section 100A Local Government Act 1972: Exclusion of the Press and Public

RESOLVED

that in accordance with the provisions of Section 100A of the Local Government Act 1972, the press and public be now excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 3 and 5 of Part 1 of Schedule 12(A) of the Act and in respect of which the Proper Officer considers that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

(During exclusion of the press and public, Councillor Helen-Ann Smith left the room at 11.40 a.m. and returned to the meeting at 11.41 a.m.)

CA.43 Commercial Property Disposal or Lease Renewal (Exempt by virtue of paragraphs 3 and 5)

Cabinet were requested to consider two options for either disposing of or renewing a lease for a commercial property owned by the Authority.

Members considered the alternative option of declining to implement either option and therefore risking income insecurity beyond August 2021.

RESOLVED that

- a) delegated authority be granted to the Chief Executive, in consultation with the Leader of the Council, to carry out the functions of the Executive in relation to the Code of Procedures Relating to the Disposal of Land and Buildings for the purpose of the potential disposal of the property as outlined in the report;
- b) to approve the sale and lease options set out in the Heads of Terms;
- c) delegated authority be also granted to the Estates Manager and the Service Manager for Commercial Development, to continue negotiations and finalise the transaction as appropriate;
- d) if the property is sold, to approve the return of the capital sum previously invested to the commercial property investment fund for reinvestment and invest the surplus capital in another of the Council's corporate priorities;
- e) the Director of Legal and Governance be authorised to complete the legal transactions as necessary.

Reason:

To alleviate any possible pressure on the Medium Term Financial Strategy (MTFS) in current challenging financial circumstances.

(During consideration of this item, Councillor Helen-Ann Smith left the room at 11.44 a.m. and returned to the meeting at 11.45 a.m.)

CA.44 Partnership Agreement - Chesterfield Borough Council (Exempt by virtue of Paragraph 3)

Cabinet were asked to provide the necessary delegated authority to move the call handing element of Ashfield's First for Support service to Chesterfield Borough Council.

Members considered the following alternative options:-

1. Continuing to maintain the service within Ashfield;
2. Undertaking a full tendering process for future service provision;
3. Ceasing the service and signposting customers to alternative providers.

RESOLVED

that delegated authority be granted to the Director of Housing and Assets in conjunction with the Council's HR Team and Legal Services, to work with Chesterfield Borough Council to establish a partnership agreement whereby Housing's First for Support call monitoring functions are handled by their Careline Service.

Reason:

To ensure a sustainable and high quality service is provided to Ashfield's First for Support customers via a seamless and timely redirection of call traffic by means of an agreement.

(During consideration of this item, Councillor Helen-Ann Smith left the room at 11.46 a.m. and returned to the meeting at 11.47 a.m.)

The meeting closed at 11.52 am

Chairman.

Report To:	CABINET	Date:	26 NOVEMBER 2018
Heading:	PLACE ENHANCEMENT 'DISCOVER ASHFIELD'		
Portfolio Holder:	COUNCILLOR JASON ZADROZNY - LEADER OF THE COUNCIL AND COUNCILLOR TOM HOLLIS – DEPUTY LEADER OF THE COUNCIL (INWARD FOCUS)		
Ward/s:	ALL		
Key Decision:	YES		
Subject to Call-In:	YES		

Purpose of Report

The new Administration has identified and prioritised the economy, community pride and aspiration as key areas for improvement. This Report updates Cabinet on the delivery of the key projects, programmes and initiatives within the Place Leadership agenda, as set out in the Corporate Plan (2016-2019)

Recommendation(s)

- 1) Cabinet is recommended to endorse the contents of this report and the further development of the Ashfield Place Leadership programme.**

Reasons for Recommendation(s)

The Council's Corporate Plan has made a commitment to the Place and Economic theme to:

- Enhance the identity and brand for Ashfield; so it is cherished by those who live or work here, desirable to those who visit, and attractive to those who bring jobs and investment;
- Raise the profile of Ashfield as a place where people want to visit and spend their time enjoying themselves.

In order to build on the work to date, this report is to update Cabinet on the delivery of the key projects and initiatives within the Place Enhancement Programme.

Alternative Options Considered

Do nothing: Not recommended for a number of reasons. The insight work carried out to date in conjunction with public, private and voluntary sector stakeholders has allowed the Council to increase understanding of the District by creating the 'Ashfield Story' and future requirements.

The 'Ashfield Story' will be central to the successful delivery of the Place Leadership Programme objectives set out within the Corporate Plan (2016-2019).

Detailed Information

1. Programme delivery

The Council identified an aspiration for "Place Enhancement" in the Corporate Plan (2016-2019), making Ashfield a location and destination of choice for business and visitors and a desirable place to live for all residents.

One of the key projects in the Place Enhancement Programme is to develop a Place Plan to capture and develop Ashfield's unique character to those that live, work and visit.

A wide range of stakeholders and partners have been involved, helping to better understand the 'Ashfield Story'; identifying what makes the area distinctive, so that we can create a compelling offer, encouraging inward investment and building community pride.

The stakeholder/partners' desire was to see efforts unified to maximise the impact in helping Ashfield prosper. It has been a very interesting and insightful journey and in particular, we have been struck by the level of passion and ambition for Ashfield.

In order to turn the story into reality and build on the early positive momentum, the Ashfield Place Board was established.

2. Ashfield Place Board

The Ashfield Board has been working on developing and delivering the Place Plan. The Board has a clear purpose: 'To work together to create an Ashfield that people are proud to live in, want to visit, and business want to invest'. The independent Chair of the Ashfield Board is local business leader Martin Rigley MBE, Managing Director, Lindhurst Engineering.

The objectives of the Board are:

- To promote Ashfield in a positive manner;
- To create pride and aspirations in our communities;
- To improve the vibrancy of the town centres within Ashfield;
- To encourage and promote inward investment;
- To support tourism and the visitor economy in the Ashfield area.

The Board has a number of sub groups that are responsible for implementing the Plan. The Marketing Sub group was tasked with developing and defining the Brand.

3. The Brand

In order to define the Ashfield Brand a specialist company Three Rooms (based in Nottingham) was appointed. Three Rooms were tasked with creating an aspiring and

authentic brand to resonate with different audiences within Ashfield, in order to help invigorate the area, raise its profile, boost growth and increase the sense of pride in the community. The scope of the work included:

Defining the Brand – Identifying the Definition, Structure and Discovery (DNA), through various workshops and consultancy with key partners and stakeholders;

Defining Brand Architecture – Creating the name, logo, sub-brands, core messages and individual audience messages.

3.1 Defining the Brand ‘Discover Ashfield’

Defining the DNA was the first step, various workshops and consultancy with key partners and stakeholders took place. The key messages that came out were:

Positive, aspirational and forward looking: Dispel negativity about the area and its perception, Ashfield has great potential. Looking back won’t help but a concerted effort and positive attitude will bring future benefits for everyone.

An area of great potential: Ashfield has everything a place needs to be great. Untapped potential in people, it has an available workforce and network. Lots of space for expansion.

Achievable and authentic: Resonate with local residents and businesses, to get a balance between making unrealistic claims and limiting the ambition and potential. Getting local businesses and residents on board will lead to a more convincing, desirable place for all.

Be bold, vibrant, distinctive: Make a ‘quiet voice’ louder, this is Ashfield’s chance to ‘become better’, take more pride in the area, raising awareness of what we already have and what is possible in the future. Present our distinctive personality to the world.

3.2 Defining the Brand Architecture

The ‘Ashfield A’

From the development work, a number of potential names were considered with ‘Discover Ashfield’ chosen as an effective brand for promoting the District to residents, visitors and business. The logo known as the ‘Ashfield A’ is a strong, recognisable and unique icon derived from places and the heritage of the District.

The Discover Ashfield brand is centred on the exciting things there are to uncover and discover in Ashfield:



Illustrations

As part of the brand identity system a series bespoke illustrations have been created. There is an illustration for Hucknall, Kirkby, Sutton, the Rural areas, and an overarching collective illustration for Ashfield (which uses elements from all the illustrations). These illustrations are a primary feature of the brand and are used across a wide variety of different marketing materials bringing pride to what Ashfield has to offer.

Each of the five individual illustrations contain many different points of interest that reflect their different areas. Each time an illustration is used across marketing materials it reveals a small section, this means that different sections of the same illustration can be used to reveal different parts of that area keeping the excitement and intrigue.

Ashfield illustration, combining landmarks from the four areas:



Example of one of the illustration (Hucknall):



Badges

A collection of four badges have been created to aid awareness on Discover Ashfield Projects. They have been created to champion four different projects aimed at four different audiences. These audience groups make up all the individuals who live, work and enjoy Ashfield:

- Visitors and tourism '**More to Discover**'
- Residents '**Love where you live**'
- Fitness & Wellbeing '**Places to enjoy**'
- Business and investment '**Succeed in Ashfield**'



Examples of branding in use:



4. Next steps

The Discover Ashfield Board is implementing the following key actions from the Place Plan:

Discover Ashfield Launch

Weeks commencing 19th and 26th November 2018 to launch in the CHAD newspaper (21st November 2018), business launch at Mansfield and Ashfield 2020 breakfast meeting (22nd November 2018), community and visitor launch at Small Business Saturday events in Hucknall, Kirkby and Sutton (1st December 2018) and at Christmas festival events. The new website will also be launched at events.

Town Teams

The Council is working with partners in the three towns to establish an effective team, and a list of draft actions has been produced. Public consultation at recent events has supported the process, by identifying resident and visitor priorities

Ambassador Programme

To have a cohort of ambassadors from a cross section including business, visitor and community leaders who actively promote Ashfield. A role description is currently being developed with promotion of the scheme commencing in November 2018.

Refresh the Town Centre Masterplans

To establish a new vision for each of the three main town centres, work has commenced on the refresh of the Sutton Masterplan, with completion due in 2019.

Explore the feasibility of a Business Improvement District (BID)

Initial research has been completed for a potential District wide bid and outline feasibility work is due to be commissioned from a consultant. This work will consider what impact a BID could have on the District and identify potential support.

To utilise the learning

The Place Leadership work to realign and reinvigorate inward investment promotion, working closely with local businesses and regional partners.

Implications

Corporate Plan

The Council's Corporate Plan has made a commitment to the Place and Economic theme to:

- Enhance the identity and brand for Ashfield; so it is cherished by those who live and work here, desirable to those who visit, and attractive to those who bring jobs and investment.
- Raise the profile of Ashfield as a place where people want to visit and spend their time enjoying themselves.

Legal:

None for this report.

Finance:

Budget Area	Implication
General Fund – Revenue Budget	None for this report
General Fund – Capital Programme	None for this report
Housing Revenue Account – Revenue Budget	None for this report
Housing Revenue Account – Capital Programme	None for this report

Risk:

Risk	Mitigation
None identified	Not applicable

Human Resources:

No HR issues have been identified through this report.

Union GMB

Fully support this report

Equalities:

No equality issues have been identified through this report.

Other Implications:

Communications: ADC Comms team will be fully involved in the roll out of the programme.

Reason(s) for Urgency

Not applicable

Reason(s) for Exemption

Not applicable

Background Papers

Cabinet: Place Leadership 13th October 2016

Cabinet: Place Leadership 9th July 2018

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Report To:	CABINET	Date:	26TH NOVEMBER 2018
Heading:	HS2 CONSULTATION RESPONSE		
Portfolio Holder:	CLLR J ZADROZNY LEADER OF THE COUNCIL		
Ward/s:	ALL WARDS		
Key Decision:	YES		
Subject to Call-In:	YES		

Purpose of Report

To set out the Council's response to HS2's Phase 2b consultation (High Speed Rail (Crewe to Manchester and West Midlands to Leeds) Working Draft Environmental Statement relating to HS2 community areas LA07: Hucknall to Selston and Pinxton to Newton and Huthwaite LA08. The full draft consultation response is in the Appendix and this Cabinet Report summarises the main points.

Recommendation(s)

It is recommended that the consultation response as set out in the report's Appendix is approved by Cabinet for submission to HS2 and brought into effect from 26th November 2018. Cabinet is requested to grant delegated authority to the Chief Executive (in consultation with the Leader and Portfolio Holder) to approve minor amendments to the consultation response.

Reasons for Recommendation(s)

To enable the Council to inform HS2 of the Council's concerns, to encourage opportunities to expand the economic benefits of the new infrastructure and highlight the key changes required to the proposals to mitigate the impact on the district. This is the main opportunity to make the Council's views known.

Alternative Options Considered

The alternative option is not to submit comments to HS2. This would be a lost opportunity to put forward for consideration the Council's views on the impact of HS2 on the district's communities, environment and economy. This is not recommended as the development of HS2 will have both opportunities and constraints for the district, which will inform the ongoing design and environmental assessment of the scheme.

Executive Summary

Opportunities

HS2 offers significant opportunities for Ashfield. These are:

- Connectivity

The 'Maid Marian Line' from Kirkby Lane Junction to Pye Bridge offers substantial connectivity opportunities for the district. The Council requests that there are no design and implementation issues from the HS2 route that would prevent the potential for the Maid Marian Line coming forward. A key aspect is the connectivity to the East Midlands Hub Station for Ashfield. It is crucial that there are upgrades in the local transport networks to the Hub Station if the benefits from HS2 are to be maximised at a local level without overburdening or causing delays on existing networks.

- Development opportunities

The Council's new Local Plan reflects the examination of the potential for sites off the M1 motorway at Junction 27 and Junction 28 to take advantage of the location. HS2 main construction compounds are situated in these areas. The Council welcomes discussions with HS2 regarding future development opportunities.

- Employment opportunities

The HS2 Proposed Scheme will generate job opportunities. HS2 should examine the opportunities to ensure that as many jobs as possible are available to local residents. The temporary workforce required for the HS2 route construction is likely to comprise a mixture of local people and workers from further afield, giving rise to opportunities to boost the local economy.

Mitigation

The Council has requested mitigation is incorporated into the HS2 scheme to reduce the impact of the following issues:

- Noise and vibration impacts

There is the possibility of significant noise and vibration impacts on both residential and commercial properties along the line of the HS2 route. The Council has concerns for the wellbeing of residents who live in close proximity to the proposed Scheme particularly at Westville in Hucknall, and Selston, both during the construction and operational periods. Substantial and effective mitigation proposals will be required in these locations.

It is anticipated that 10 existing residential properties, two commercial/ business properties (including outbuildings) and four other structures would be demolished in the Hucknall to Selston area.

- Annesley Hall

It is important that mitigation measures for the construction activities reflect the nature of the local area and the potential impact on the local residents and businesses. The Council has requested to be actively involved in the drafting and implementation of these measures at a local level.

The setting of Annesley Hall and registered parkland is of key importance to the Council for its historic value and link to Lord Byron. The Council requests HS2 fully consider the proposed viaduct design to mitigate as far as possible the impact on the setting of the Hall.

- Landscape and wildlife habitat

The construction of HS2 will have a major adverse effect on the landscape directly on the line of the route, with the construction of embankments, cuttings and viaducts, which will impact significantly on the visual amenity of local communities and in particular residents at Westville and Selston who live closest to the route. The implementation of the mitigation proposals such as woodland planting will however offer opportunities to enhance the wider landscape in the longer-term

HS2 will also have an adverse effect on habitats directly on the line of the route as it runs in close proximity to a large number of the Local Wildlife Sites. However, the Council welcomes opportunities to provide mitigating habitat, translocating habitats and species and to improve connectivity between areas of similar existing habitat for the benefit of wildlife

- Good neighbour and climate change

The Council will encourage HS2 to be a “good neighbour” to local communities, including providing accurate and timely information about construction works over the planned construction period and offering opportunities to influence them, where appropriate.

The Council supports HS2 in seeking to minimise the combined effect of the Proposed Scheme and climate change on the environment.

Detailed Information

Route information

Phase 2b comprises the section of the proposed HS2 rail network, from Crewe to Manchester (and a connection onto the West Coast Main Line (WCML) (the western leg), and from the West Midlands to Leeds (and a connection onto, and part electrification of, the Midland Main Line (MML) and a connection onto the East Coast Main Line (ECML)) via the East Midlands and South Yorkshire (the eastern leg). Collectively, this is referred to as the ‘Proposed Scheme’.

The proposed route of HS2 runs through the District of Ashfield or close to the boundaries of the District as follows (south to north):

- The HS2 route is located to the west of Hucknall and to the east of the M1 Motorway. A bridge will be required for the route to pass over the B6009 Long Lane (Watnall Road).
- The route will pass through two deep cuttings at Misk Hill and Park Forest, with a road overbridge at Kennel Lane.
- On the approach to Junction 27 of the M1, the route will travel across a viaduct before descending into cutting, to pass under the A608 Mansfield Road, west of The Sherwood Park Business Park.
- Past Junction 27, the route will run on embankment parallel to the M1 before going into cutting with a new road overbridge proposed for Salmon Lane, Selston.
- The route runs in slight cutting to the west of Bentinck Spoil Heap and Lagoons, before running into a deeper cutting with a road overbridge at Park Lane (B6018).
- Over the valley of the River Erewash, the route will be on embankment and then on viaduct over the river. It will cross Kirkby Lane on a bridge.

- The route travels into cutting, followed by a viaduct over Maghole Brook, with Brookhill Lane diverted to run under the viaduct.
- The route then goes through a cutting to the immediate east of East Midlands Designer Outlet (McArthur Glen) and passes under the A38 in a box structure.
- The route will then pass between the industrial / warehousing areas between Wincobank Way and Export Drive, Huthwaite in cutting before crossing Normanton Brook on viaduct. The route splits at this point to become the Sheffield spur and the HS2 main line
- The route then travels northwards and passes under the B6026 Huthwaite Lane, which will be realigned at the junction with Blackwell Lane.

Phase 2b construction is planned to start in 2023 and operation planned to start by 2033. The LA07 section is expected to commence construction in 2025, with the LA08 section to follow on.

HS2 Service information

HS2 currently anticipates that there would be up to 11 trains per hour each way passing through the Hucknall to Selston / Pinxton to Newton and Huthwaite community areas. Services are expected to operate between 05:00 and midnight from Monday to Saturday and 08:00 and midnight on Sunday. Trains would run at speeds of up to 225mph (360kph). Depending on demand and the time of day, services will operate as 200m long trains, carrying up to approximately 550 passengers, or as two trains coupled together to form 400m long trains, carrying up to approximately 1,100 passengers.

Purpose of HS2 Consultation

The Working Draft Environmental Statement (ES) describes the Proposed Scheme and reports its likely significant environmental effects and the measures proposed to mitigate those effects, based on the ongoing design and environmental assessment. The Council has an opportunity to comment on this working draft ES as part of the public consultation which is taking place during October 2018 – December 2018. The 10 week consultation, which closes on 21 December, will give communities the opportunity to formally respond to HS2's designs and proposed mitigation measures for the Phase 2b route.

It is possible that the effects and mitigations described in the formal Environmental Statement may differ from those presented in the working draft ES, due to the provisional nature of the environmental and design information that is currently available and as a result of consultation on the Proposed Scheme. The Council's comments therefore focus on the current consultation documents (Working Draft Environmental Statement) and reserves the right to provide additional comments at a future date, should the proposals change.

This report sets out the Council's response to HS2's Phase 2b consultation (High Speed Rail (Crewe to Manchester and West Midlands to Leeds) Working Draft Environmental Statement and associated Non-Technical Summary relating to HS2 community areas LA07: Hucknall to Selston and LA08 Pinxton to Newton and Huthwaite).

In the LA07 area, the Proposed Scheme would require the demolition of 10 residential properties and two commercial/business properties. There would be permanent realignment or diversion of five roads. The Proposed Scheme would result in the permanent realignment, diversion or closure of 12 public rights of way. One main construction compound and nine satellite construction compounds would be required in this area.

In LA08 area, the Proposed Scheme would require the demolition of 29 residential properties and four commercial/business properties. There would be permanent realignment or diversion of six roads. The Proposed Scheme would result in the permanent realignment or diversion of 16 public

rights of way. One watercourse would be permanently realigned. Two main construction compounds and six satellite construction compounds would be required in this area.

This report will consider the both the positive and negative impacts of the HS2 proposal under the following headings:

- Economy
- Social
- Environment

It is stressed that there is cross over between the economic social and environmental aspects and therefore the response should be seen in this context. Council officers have already engaging with HS2 over various aspects identified in the Environment Statement.

Economy

Connectivity and business

A key aspect of the HS2 route development for the Council is the connectivity to the East Midlands Hub Station for Ashfield. It is crucial that there are upgrades in the local transport networks to the Hub Station if the benefits from HS2 are to be maximised at a local level without overburdening or causing delays on existing networks. The Council's response emphasises:

- the potential for the railway connect provided by the 'Maid Marion Line' from Kirkby Lane Junction to Pye Bridge, and
- that there should be no design and implementation issues from the HS2 route that prevents the potential for the Maid Marion Line coming forward.

The HS2 Proposed Scheme will generate job opportunities and HS2 should examine the opportunities to ensure that as many jobs as possible are taken by local people.

The Environmental Statement identifies that there will be minimal direct impact from land take on local business (excluding farms). However, the Scheme will potentially impact on local business relating to uncertainty, relocation and temporary disruption. In this context, it has been highlighted that:

- There are substantial business parks/industrial estates located at both Sutton in Ashfield and Kirkby-in-Ashfield for whom access to the M1 is important in terms of business efficiency. The effect on traffic flows on the highway network can be mitigated by a staged approach to the construction of the HS2 to ensure that these routes are not all disrupted at the same time.
- Logistics and other business require excellent access to the M1. Consequently, it is vital that any disruption from the scheme to the access to the motorway is minimised. Any disruption may be mitigated by the careful design of the temporary carriageways to maintain flows on the main arterial routes such as the A38 and A608 Mansfield Road.

The Council is supportive of HGV construction traffic utilising strategic and primary road network and stressed that the use of local roads should be avoided unless it is absolutely necessary for access. It is important that these measures reflect the nature of the local area and the potential impact on the local residents and businesses. The Council has requests to be actively involved in the drafting and implementation of these measures at a local level.

Concerns have been outlined regarding the location of a number of the HS2 compounds will have an impact on minor roads and consequently a substantial impact on the living conditions for residents who live on these roads. This is particularly the case for the minor roads such as Whyburn Lane and Salmon Lane. It is not clear from the Statement how access to some of these satellite compounds is going to be achieved by HGVs and what mitigation measures would be undertaken. Under these circumstances, the Council requests further information on these aspects and what alternative locations were considered

The route of HS2 has a direct impact on the Castlewood Business Park off the A38. It is stressed that it is important that access to the existing units is maintained as part of the Proposed Scheme and that the Scheme minimises the impact on the availability of other sites on Castlewood, which are currently available for development.

The Council's new Local Plan reflects the examination of the potential for sites off the M1 motorway at Junction 27 and Junction 28 to take advantage of the locational advantage. However, main compounds are located to the north and south of the A608 at Sherwood Business Park and at Castlewood Business Park. The response stresses that the Council would welcome discussions with HS2 to understand the implications of the proposed locations of the compound and material storage areas and future development opportunities.

Traffic and transport

The Environmental Statement sets out the potential impacts on traffic and transport (roads, public transport and non-motorised traffic) together with mitigation measures (Hucknall to Selston). The anticipated local impacts are summarised in HS2's Non-Technical Report which conclude that, during construction, the Scheme has the potential to lead to additional congestion and delays for road users.

As set out above, the Council's response stresses the importance of roads for business. The response emphasises that this also applies in relation to local people both in getting to work and in accessing local services. The Council will encourage HS2 to actively consider strategies to reduce the impact of such disruption difficulties and delays so that they are minimised as far as possible.

HS2's draft Code of Construction practice set out measures that include:

- Controls on vehicle types, hours of site operation and routes for HGVs
- The development of local traffic management plans
- Specific measures would include core site operating hours of 08:00 to 18:00 on weekdays and 08:00 to 13:00 on Saturdays with site staff and workers generally arriving before the morning peak hour and departing after the evening peak hour.
- The number of private car trips to and from the construction compounds (both workforce and visitors) would be reduced through travel plans.

The Council's response supports this approach provided that it is a locally based approach and requests that the Council is actively involved in the drafting and implementation of these measures.

It may be necessary to undertake minor works, including a number of minor highways and junction improvements along public roads that would be used as construction traffic routes, but are at a distance from the route of Proposed Scheme. It is stressed that the Council would wish to be a consultee on any amendments and also on site haul and construction routes to and from compounds where there is direct impact on local residents and businesses.

Social

Community

It is anticipated that 10 existing residential properties, two commercial/ business properties (including outbuildings) and four other structures would be demolished in the Hucknall to Selston. The ES identifies that:

- The construction of the Annesley Lane cutting would result in the demolition of one residential property on Salmon Lane in Annesley Woodhouse.
- The construction of the Salmon Lane embankment would result in the demolition of six residential properties on Annesley Lane in Selston and three residential properties on Salmon Lane in Selston.

These will have substantial implications for the individual property owners as, other than compensation, the impact for the residents cannot be mitigated.

In the Hucknall to Selston LA07 area, the Scheme would require the permanent realignment or diversion of five roads and the permanent realignment, diversion or closure of 12 public rights of way. In Pinxton to Newton and Huthwaite LA08 area, the Proposed Scheme would require the permanent realignment or diversion of six roads and the permanent realignment or diversion of 16 public rights of way. These would have impacts on the connectivity and use of open spaces by local residents. The Council would seek to work with HS2 to maximise opportunities to maintain, restore and enhance these connections.

The Council has concerns for the wellbeing of residents who live in close proximity to the proposed Scheme at Westville in Hucknall, and Selston, both during the construction and operational periods. Substantial and effective mitigation proposals will be required in these locations by HS2. The temporary workforce required for the HS2 route construction is likely to comprise a mixture of local people and workers from further afield, giving rise to temporary changes to local population size, demographics and housing requirements. However this gives rise to opportunities to boost the local economy with regard to local retailers and services.

The construction of HS2 will have a major adverse effect on the landscape directly on the line of the route, with the construction of embankments, cuttings and viaducts, which will impact significantly on the visual amenity of local communities and in particular residents at Westville and Selston who live closest to the route. However the implementation of the mitigation proposals will offer opportunities to enhance the wider landscape in the longer-term such as tying the structures into the landform and additional woodland planting / hedgerow replacement. It is stressed that the opportunities to establish planting early or in advance of the main construction programme should be investigated together with other mitigations measures to minimise the visual impact

Sensitive and appropriate aesthetic design of any noise barriers should be encouraged particularly if in close proximity to residents' properties.

The Council will encourage HS2 to be a "good neighbour" to local communities, including providing accurate and timely information about construction works over the planned construction period and offering opportunities to influence them, where appropriate.

Environment

The HS2 Environmental Statement confirms that construction activities that lead to the generation of dust and the increased traffic on local roads are the main impacts from the construction phase of

the development. The report highlights a number of important dust mitigation measures in the Draft Code of Construction Practice to control the generation and migration of dust from construction sites. In addition to dust, the Draft Code of Construction Practice also considers control of general air pollution, odour and exhaust emissions from the site. The Council will make HS2 aware of the Feasibility Study that the Council submitted to Defra in July 2018 based on roadside traffic emissions on the A38.

The Operational Contour Maps that support HS2's Working Draft Environment Statement indicate the possibility of significant noise and vibration impacts on both residential and commercial properties along the line of the route. This includes a significant number of properties in Hucknall, Selston, Pinxton, Huthwaite and Teversal. The Operational Contour Maps also indicate that a number of properties in Pinxton could be significantly affected and may qualify for additional noise insulation at their properties,

The Environmental Statement acknowledges the construction of HS2 will have an adverse effect on habitats directly on the line of the route as it runs in close proximity to a large number of the Local Wildlife Sites. However, it welcomes opportunities to provide mitigating habitat, translocating habitats and species for directly affected Local Wildlife sites (LWS) and to improve connectivity between areas of similar existing habitat for the benefit of wildlife, particularly around Huthwaite and the water habitat of Maghole Brook and Ashfield District Dumble Local Wildlife Sites.

The setting of Annesley Hall and registered parkland is of key importance to the Council for its historic value and link to Lord Byron. The location of the route's proposed Audrey Wood viaduct would impact the ability to fully appreciate the heritage significance of the registered park through changes in its setting and relationship to its surrounding estate landscape. The Council requests HS2 fully consider the viaduct design to mitigate as far as possible the impact on the setting as it is noted in the consultation documents that the Proposed Scheme would result in changes to the way that the registered park is experienced and understood.

The Council supports HS2 in seeking to minimise the combined effect of the Proposed Scheme and climate change on the environment.

Implications

Corporate Plan: HS2 is identified as a strategic priority within the Corporate Plan, working with regional partners to benefit the Ashfield economy and facilitate greater regional transport connectivity.

Legal: There are no legal issues identified in relation to the submission of the Council's consultation response to HS2.

Finance: There are no direct financial implication in relation to the submission of the Council's consultation response to HS2.

Budget Area	Implication
General Fund – Revenue Budget	None
General Fund – Capital Programme	None
Housing Revenue Account – Revenue Budget	None
Housing Revenue Account – Capital Programme	None

Risk:

Risk	Mitigation
The HS2 consultation sets out the timetable for the delivery the HS2 route. It is important to provide comments within the timescale as not to do so may result in the loss of economic opportunities benefiting from the new route and also the chance to highlight areas of environmental and community concern.	To manage resources to ensure the submission of comments within HS2 consultation period.

Human Resources:

There are no direct HR implications contained within this report.

Equalities:

There are no direct implications on equality and diversity as a consequence of the comments outlined in this report.

Other Implications:

No other implications have been identified.

Reason(s) for Urgency

To comply with HS2 consultation deadline of 21 December 2018.

Reason(s) for Exemption

None

Background Papers

Appendix 1 - Ashfield District Council response to HS2 consultation

The following background papers have been referred to as part of the report -

HS2 Phase 2b: Crewe to Manchester and West Midlands to Leeds | Working Draft Environmental Statement | Non-Technical Summary

The Non-Technical Summary explains the route, methods of construction and mitigation. It has illustrations of suggested bridges, tunnels, cuttings and embankments. Section 8.16 of the document gives an overview of the impact on the Hucknall to Selston (LA07) community area. Section 8.17 of the document gives an overview of the impact on the Hucknall to Selston (LA08) community area

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/745083/HS2_Phase_2b_Working_Draft_ES_Non_Technical_Summary.pdf

HS2 Phase 2b: Crewe to Manchester and West Midlands to Leeds | Working Draft Environmental Statement |LA07 Hucknall to Selston

This working draft ES provides a description of the design of the Proposed Scheme, environmental baseline information, and the likely impacts (and where practicable, the significant effects) of the construction and operation of the Proposed Scheme on the environment within the Hucknall to Selston area. The report also describes the proposed mitigation measures that have been identified, at this stage, to avoid, reduce or manage the likely significant adverse effects of the Proposed Scheme on the environment within the area, along with proposed monitoring measures.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/745215/HS2_Phase_2b_WDES_Volume_2_LA07_Hucknall_to_Selston.pdf

HS2 Phase 2b: Crewe to Manchester and West Midlands to Leeds | Working Draft Environmental Statement |LA08 Pinxton to Newton and Huthwaite

This working draft ES provides a description of the design of the Proposed Scheme, environmental baseline information, and the likely impacts (and where practicable, the significant effects) of the construction and operation of the Proposed Scheme on the environment within the Pinxton to Newton and Huthwaite area. The report also describes the proposed mitigation measures that have been identified, at this stage, to avoid, reduce or manage the likely significant adverse effects of the Proposed Scheme on the environment within the area, along with proposed monitoring measures.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/745216/HS2_Phase_2b_WDES_Volume_2_LA08_Pinxton_to_Newton_and_Huthwaite.pdf

Working Draft Environmental Statement Volume 2: Community Area map book LA07: Hucknall to Selston

Maps of the route showing the proposals, mitigation, environmental baseline, landscape character areas, viewpoints and sound contour maps, surface and groundwater.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/746982/HS2_Phase_2b_WDES_Volume_2_LA07_Hucknall_to_Selston_map_book.pdf

Working Draft Environmental Statement Volume 2: Community Area map book LA08 Pinxton to Newton and Huthwaite

Maps of the route showing the proposals, mitigation, environmental baseline, landscape character areas, viewpoints and sound contour maps, surface and groundwater.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/746990/HS2_Phase_2b_WDES_Volume_2_LA08_Pinxton_to_Newton_and_Huthwaite_map_book.pdf

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ASHFIELD DISTRICT COUNCIL

HS2 CONSULTATION RESPONSE

31 October 2018

This report sets out Ashfield District Council's response to HS2's Phase2b consultation (High Speed Rail (Crewe to Manchester and West Midlands to Leeds) Working Draft Environmental Statement and associated Non-Technical Summary relating to HS2 community areas LA07: Hucknall to Selston and LA08 Pinxton to Newton and Huthwaite.

It is possible that the effects and mitigation described in the formal Environmental Statement may differ from those presented in the working draft ES, due to the provisional nature of the environmental and design information that is currently available and as a result of consultation on the Proposed Scheme, as appropriate. The Council's comments therefore focus on the current consultation documents (WDES) and reserves the right to provide additional comments at a future date, should the proposals change.

In the LA07 area, the Proposed Scheme would require the demolition of 10 residential properties and two commercial/business properties. There would be permanent realignment or diversion of five roads. The Proposed Scheme would result in the permanent realignment, diversion or closure of 12 public rights of way. One main construction compound and nine satellite construction compounds would be required in this area.

In LA08 area, the Proposed Scheme would require the demolition of 29 residential properties and four commercial / business properties. There would be permanent realignment or diversion of six roads. The Proposed Scheme would result in the permanent realignment or diversion of 16 public rights of way. One watercourse would be permanently realigned. Two main construction compounds and six satellite construction compounds would be required in this area.

This report will consider the both the positive and negative impacts of the HS2 proposal under the following headings:

- Economy
- Social
- Environment

Economy

Socio-economics

The potential socio-economic effects of the Proposed Scheme relate to three main areas: employment, businesses and the economy. The effects can be beneficial (e.g. through direct job creation or via procurement of goods and services from local

businesses) or adverse (e.g. due to land required for construction and/or operation requiring the relocation of businesses). The assessment has included consideration of effects arising during the construction and operation phases.

The route-wide assessment considers effects resulting from land required for construction and/or operation, in-combination effects (e.g. as a consequence of the combination of significant residual effects from air quality, noise and vibration, visual impacts or construction traffic) and isolation effects on existing businesses and organisations, together with potential opportunities for construction and operational employment. The in-combination effects assessment will be reported in the formal ES.

A key aspect of the HS2 Proposed Scheme for the Council is the connectivity to the East Midlands Hub Station for Ashfield. The Council's view is that it is crucial that there are upgrades in the local transport networks to the Hub Station if the benefits from HS2 are to be maximised at a local level without overburdening or causing delays on existing networks.

Connectivity is the key element in taking the Proposed Scheme forward. The East Midlands HS2 Growth Strategy 2017 identifies the potential for the existing mineral line from Kirkby-in-Ashfield to Pye Bridge to provide a new railway service to the East Midlands Hub. Known as the Maid Marian Line, this direct link would facilitate greater connectivity for residents and businesses to HS2 services supporting economic regeneration in the local towns and contributing to growth in Nottinghamshire.

It is noted that HS2 crosses over the mineral line next to the River Erewash via a viaduct. It is important that the Proposed Scheme ensures that there are no design and implementation issues that prevents the potential for the Maid Marian Line coming forward.

The HS2 Scheme is anticipated to generate potential job opportunities. It is currently anticipated that:

- There would be one main compound at A608 Mansfield Road and seven satellite compounds in the Hucknall to Selston area. These sites could result in the creation of up to 2,560 person years of construction employment opportunities, broadly equivalent to 256 full-time jobs.
- For Pinxton to Newton and Huthwaite, there would be two main construction compounds at Farmwell Lane and Sheffield spur, and five satellite compounds. These sites could result in the creation of up to 7,418 person years of construction employment opportunities, broadly equivalent to 742 full-time jobs.

These jobs are potentially accessible to residents in the locality, dependent on skills required and the availability of those skill at a local level. In this context, the Council requests that HS2 examines opportunities to ensure that as many jobs as possible are taken by local people. For example, the contractors for the refurbishment

undertaken to Kings Mill Hospital at Sutton in Ashfield entered into a local labour agreement.

The Council has concern about the effect of HS2 on businesses in Ashfield, relating to three broad areas:

1. Uncertainty – it is vital for businesses to know what effect HS2 will have on their individual business if they are to plan and invest for the future and a decision on the detail of the route as soon as possible is requested. It is also important to minimise the number of business premises that will have to be demolished.
2. Relocation – there will be a substantial risk to business survival where businesses have to relocate because their premises will have to be demolished and it will be crucial to fully compensate these businesses.
3. Temporary disruption – very careful thought to the planning and project management will be required to minimise the disruption to businesses, to staff, deliveries and to customers resulting from the extensive works required to existing transport routes. Failure to do this will have a negative impact on business competitiveness in Ashfield.

For both Hucknall to Selston (LA07) and Pinxton to Newton and Huthwaite (LA08), the Statement identifies that there are minimal directly impacts on business in relation to the land take for the Scheme.

There are substantial business parks/industrial estates located at both Sutton in Ashfield and Kirkby-in-Ashfield for whom access to the M1 is important in terms of business efficiency. The Statement sets out that the construction of the HS2 will impact traffic flows to and from Kirkby-in-Ashfield and Sutton-in-Ashfield via the M1 Junctions 27 and 28. Local roads would also be effected for routes to and from the West. The effect may be mitigated by a staged approach to the construction of the HS2 to ensure that these routes are not all disrupted at the same time.

The A38 is an arterial route for the Sutton in Ashfield, Kirkby-in-Ashfield as well as Mansfield in access to the strategic motorway network. Local diversions which would inevitably reduce speeds and potentially increase congestion. This is also likely to exacerbate any existing air quality issues due to the deceleration/acceleration of traffic as it passes through the extent of the temporary diversion.

Sherwood Business Park is one of the premier business locations in the District. The construction of the HS2 alignment will potentially impact on traffic flows on the A608 during construction. It is important that this is mitigated by the careful design of the temporary carriageways to maintain flows on this road.

The route of HS2 has a direct impact on the Castlewood Business Park. In the western section of the Business Park, there are two large distribution centres, the Coop Castlegate Distribution Centre and Alloga UK, accessed via Farmwell Lane to the south of the McArthur Glen Designer Outlet. Due to the local topography, the HS2 alignment passes over Farmwell Road allowing access to remain unchanged. However, it is important that access to these units is maintained as part of the

Proposed Scheme and that the Scheme minimises the impact on the availability of other sites on Castlewood which are available for development.

The construction of the HS2 proposed scheme includes the establishment of main compounds would be used for core project management staff (i.e. engineering, planning and construction delivery) and commercial and administrative staff. These teams would directly manage some works and coordinate the works at the satellite compounds. In general, a main compound would include:

- space for the storage of bulk materials;
- space for the receipt, storage and loading and unloading of excavated material;
- an area for the fabrication of temporary works equipment and finished goods;
- fuel storage;
- plant and equipment storage including plant maintenance facilities
- office space for management staff, limited car parking for staff and site operatives, and welfare facilities.

Satellite compounds would be used as the base to manage specific works along a section of the route. Depending on the nature and extent of the works to be managed, these satellite compounds could include office accommodation for staff, local storage for plant and materials, car parking for staff and site operatives, and welfare facilities.

For Hucknall to Selston LA07 area, the main compound is proposed to be located A608 Mansfield Road near Junction 27 of the M1. It will be operational for 5 years and 6 months, with 550 workers at peak times). It is anticipated to be required from 2025 (second quarter onwards).

Civil engineering satellite compounds would be located at:

- B6009 Long Lane (operational for 5 years 3 months, 260 workers at peak times)
- Westville (operational for 5 years 3 months, 145 workers at peak times)
- Kennel Lane operational for (3 years, 3 months 100 workers at peak times)
- Salmon Lane (operational for 2 years, 3 months, 150 workers at peak times)
- Erewash & Mineral Railway (operational for 4 years, 100 workers at peak times)
- B6019 Kirkby Lane (operational for 1 year, 6 months 100 workers at peak times)
- Maghole Brook Viaduct (operational for 2 years, 3 months 150 workers at peak times)

Construction compounds for the railway system would be located at:

- B6009 Long Lane (operational for 5 years 3 months, 260 workers at peak times)
- Misk Farm Auto-transformer station (operational for 2 years, 40 workers at peak times)

- B6018 Park Lane Auto-transformer station (operational for 2 years, 40 workers at peak times)
- Maghole Brook Viaduct (operational for 2 years, 3 months, 150 workers at peak times)

For Pinxton to Newton and Huthwaite LA08 area, the main Compound is proposed to be located at Farmwell Lane (Castlewood Business Park). It will be operational for 5 years 9 months, with 355 workers at peak times. It is anticipated to be required from 2025 (second quarter onwards).

Civil engineering satellite compounds would be located at:

- Maghole Brook (operational for 3 years 9 months, 150 workers at peak times)
- B6026 Huthwaite Lane (operational for 2 years 205 workers at peak times)
- Newton Lane (operational for 3 years 3 months, 145 workers at peak times)

Construction compounds for the railway system would be located at:

- Castlewood mi-point auto-transformer station (operational for 2 years, 40 workers at peak times)
- The Main Compound for the Sheffield Spur is located to the west of Export Drive, Huthwaite. (5 operational for years, 3 months, 295 workers at peak times). It is anticipated to be required from 2025(second quarter onwards).The satellite compounds are located outside Ashfield's district boundary.

The location of a number of these compounds will have an impact on minor roads and consequently a substantial impact on the living conditions for residents who live on these roads. This is particularly the case for the minor roads such as Whyburn Lane and Salmon Lane. It is not clear from the Statement how access to some of these satellite compounds is going to be achieved by HGVs and what mitigation measures would be undertaken. Under these circumstances, the Council requests further information on these aspects and what alternative locations were considered, as this does not appear to be set out in the Statement or supporting information. .

It may be necessary to undertake minor works including a number of minor highways and junction improvements along public roads that would be used as construction traffic routes but are at a distance from the route of Proposed Scheme. The Council would wish to be a consultee on any amendments and also on site haul and construction routes to and from compounds where there is direct impact on local residents and businesses.

The Full Council has recently determined to commence work on a new local plan. One of the reasons identified is that 'The new Local Plan Vision will revisit the parameters of the withdrawn Local Plan, and reconsider issues such as the most suitable and sustainable locations for employment growth and housing allocations with the underpinning strategy of the Local Plan, to review future infrastructure requirements and to make the most of locational advantages such as Junctions 27 and 28 of the M1 motorway.'

The Statement identifies that:

- A main compound and material storages is located to the land to the north and south of the A608 Mansfield Road, adjacent to M1 junction 27.
- A main compound is located on land to the north of Farmwell Lane (Castlewood Business Park) and to the east of Export Drive.

The compounds are potentially in locations the Council will be considering the possibility of development in the new local plan. The Council would welcome discussions with HS2 to understand the implications of the proposed locations of the compound and material storage areas in relation to potential future site considerations around Junction 27 and Junction 28 in the Local Plan.

Traffic and transport

The traffic and transport assessment covers the impact on all relevant modes of transport, including pedestrians, cyclists, equestrians, mobility impaired people, highways, public transport and waterways. The assessment includes consideration of effects resulting from physical changes to transport networks (including road, rail, bus routes and public rights of way diversions) and from the additional trips generated by the Proposed Scheme both during construction (including HGV movements and workforce trips) and, where appropriate, during the operational period of the Proposed Scheme (including HS2 demand, changes to demand and levels of crowding on the conventional rail network, and trips associated with employees at stations and depots). The anticipated local impacts are summaries in the Non-Technical Summary.

During construction, the Proposed Scheme has the potential to lead to additional congestion and delays for road users on the following routes:

- the M1 junctions 27 and 28; the A608 Mansfield Road;
- the A611 Annesley Road/Derby Road;
- the B6009 Long Lane/Watnall Road;
- the B6018 Mansfield Road/Park Lane;
- the B6019 Kirkby Lane;
- Wood Lane;
- Whyburn Lane;
- Common Lane;
- Forest Road;
- Salmon Lane.
- A38 Trunk Road and the A38 Alfreton Road;
- the B6019 Pinxton Green/Town Street/Alfreton Road/Pinxton Lane/Mansfield Road;
- the B6027 Common Road; the B6406 Berristow Lane; the B6026 Huthwaite Lane;
- the B6026 Cragg Lane;
- Beaufit Lane;
- Station Road;

- Brookhill Lane;
- Pinxton Lane;
- Farmwell Lane;
- Export Drive;
- Nunn Brook Road.

These roads service some of the key employment areas within Ashfield including Sherwood Business Park (M1 Junction 27 and A608 Mansfield Road) and Castlewood/ Common Lane Industrial Estates at Huthwaite (M1 Junction 28, A38 and Common Lane). These employment areas have a substantial impact on the local economy and job opportunities. A number of business in logistics and warehousing require the excellent access to the M1 provided by these business parks/estates. Consequently, it is vital that any disruption from the scheme to the access to the motorway is minimised.

The above roads are also vital for local people in getting to work and in utilising local services. It is therefore equally important that disruption to travel is minimised for local residents.

The HS2 draft CoCP sets out a number of measures to mitigate the impact on traffic these include:

- Controls on vehicle types, hours of site operation and routes for HGVs to reduce the impact of road-based construction traffic.
- The development of local traffic management plans in consultation with the highway and traffic authorities and the emergency services.
- Specific measures would include core site operating hours of 08:00 to 18:00 on weekdays and 08:00 to 13:00 on Saturdays with site staff and workers generally arriving before the morning peak hour and departing after the evening peak hour.
- The number of private car trips to and from the construction compounds (both workforce and visitors) would be reduced through travel plans.

It is important that these measures reflect the nature of the local area and the potential impact on the local residents and businesses. Assuming this is a locally based approach, the Council is supportive of these measures to reduce the impact of traffic. The Council requests to be actively involved in the drafting and implementation of these measures at a local level.

The Council is supportive of HGV construction traffic utilising strategic and primary road network. The use of local roads should be avoided unless it is absolutely necessary for access.

Agriculture, forestry and soils

The assessment in the WDES covers the environmental topic areas of agriculture, forestry and soils, which includes assessments on agricultural land quality, soil resources, and local rural businesses and on farm enterprises and agri-environment schemes. The impacts on these resources and receptors result directly from land

required (both temporarily and permanently) for the construction and operation of the Proposed Scheme, from severance, and from construction activities on adjacent agricultural land.

The Council is aware that main issues for farm holdings is disruption by the Proposed Scheme of the physical structure of agricultural holdings, the operations taking place upon them, during both construction and operational phases and the impact on agricultural land - the extent to which land of best and most versatile (BMV) agricultural quality is affected. Agricultural land is classified into five grades from excellent quality Grade 1 land to very poor quality Grade 5 land.

HS2 anticipates that the Proposed Scheme is likely to require approximately 360ha of agricultural land within the Hucknall to Selston LA07 area during the construction phase, of which approximately 110ha (31%) is likely to be classified as BMV land (Grades 2 and 3a).

HS2 currently expects that approximately 220ha of agricultural land would be required for construction of the Proposed Scheme in the Pinxton to Newton and Huthwaite (LA08) area, of which approximately 60ha is likely to be high quality land - BMV land (Grades 2 and 3a). Some of this land would be restored following construction, with approximately 100ha permanently required, 30ha of which is high quality land.

Where agricultural uses are to be resumed on land disturbed during the construction of the Proposed Scheme, the Council is keen that HS2 avoids any reduction in long term capability which would downgrade the quality of the disturbed land, through the adoption of good practice techniques in handling, storing and reinstating soils on that land. Measures for the treatment of restored soils should be incorporated as far as possible to mitigate against climate change and increase drought resilience.

HS2 advises that land used only for construction purposes will be restored as agreed with the owner of the land and the relevant local authority once the construction works in that area are complete. The Council welcomes involvement in discussions with HS2 regarding to restoration and potential future uses of construction land.

The Council wishes to be engaged as part of the design development of the Proposed Scheme with ongoing dialogue on key topics such as community impact, highways, public rights of way and the draft Code of Construction Practice (CoCP) 19. Avoiding severing routes and rights of way are of particular interest as the Council keen to promote modal shifts towards sustainable forms of transport and to ensure connectivity across the district for the benefit of local communities, in line with its Corporate and Green Infrastructure strategies.

HS2 expects that woodland at Watnall Coppice, Park Forest, The Dumbles, Audrey Wood and William Wood Spinney would be required as a result of the Proposed Scheme. Additional information is required as part of the public consultation as to the impact of HS2 on these woodlands and other wooded areas to enable the Council to comment in more detail.

The Council welcomes HS2's acknowledgement of the propensity of linear transport infrastructure to harbour and spread noxious weeds such as ragwort. It requires appropriate procedures to be put in place as part of construction and future maintenance, for the benefit of agricultural practice and also to safeguard local ecology.

Social

Community

The community assessment in the WDES addresses the likely effects on residential properties (and their occupants), community facilities, including recreational facilities, open space and promoted public rights of way (and their users) and communities as a whole. Effects may result from:

- a loss or gain as a result of the land required for the construction or operation of the Proposed Scheme;
- displacement from re-location of receptors and resources;
- isolation as a consequence of barriers (physical, psychological and social) that communities would face resulting from construction or operation of the Proposed Scheme;
- in-combination effects relating to a change in the amenity value of community resources, as a consequence of a combination of factors (noise and vibration, HGV traffic, air quality and visual effects)
- the temporary presence of construction workers and their demands on community facilities.

The plans contained within the HS2 map books define the north and south boundaries for the community areas. The lack of specific definition or mapped boundary for the eastern and western extents for community areas make it difficult to provide comprehensive comments or determine the full extent of communities that may be affected.

The Statement identifies that there are no impacts on community facilities or recreational facilities either on a temporary or permanent basis. The Council has not identified any community or recreational facilities that are anticipated to be affected by HS2 other than the impacts on public rights of way and green space.

It is anticipated that 10 existing residential properties, two commercial/ business properties (including outbuildings) and four other structures would be demolished in the Hucknall to Selston area. The Statement identifies that:

- The construction of the Annesley Lane cutting would result in the demolition of one residential property on Salmon Lane in Annesley Woodhouse.
- The construction of the Salmon Lane embankment would result in the demolition of six residential properties on Annesley Lane in Selston and three residential properties on Salmon Lane in Selston.

These will have substantial implications for the individual property owners as, other than compensation, the impact for the residents cannot be mitigated.

The land required to construct the Proposed Scheme would result in the temporary use of approximately 16.8ha in the LA07 area. The works will result in a permanent loss of approximately 7.2 ha comprising 5% of Park Forest (near Annesley Hall). It is not anticipated that mitigation of this temporary or permanent loss is possible. The temporarily lost area potentially includes a network of footpaths and trails. However, the woodland remains publically accessible.

Footpaths are important in providing for recreational activities and the associated health benefits and the Council would support an approach where as far as possible:

- Footpaths would be reinstated or convenient alternatives are provided
- Alternative routes are provided as a temporary or permanent basis in advance of any closure

The Council wishes to advise HS2 that that the footpaths around Hucknall and particularly the Misk Hills are well used.

The table below shows footpaths in or just beyond the Ashfield District are anticipated to be affected by the route of HS2 from south to north:

Footpath/Bridleway	Permanent realignment or diversion	Permanent closure	Comments
Hucknall to Selston (LA07)			
Greasely footpath 18 (south west of Hucknall)	√		Underbridge beneath HS2 route
Greasley bridleway 15 (south west of Hucknall)	√		A new section will connect Hucknall footpath 19/20 with Long Lane close to the Long Lane underbridge
Greasley bridleway 22 (south west of Hucknall)		√	
Greasley bridleway 19 (west of Hucknall)	√		Runs to the west of HS2, accessible from Long Lane. Follows route of HS2 until Watnall Coppice underbridge.
Greasley Footpath 20 (west of Hucknall)	√		Runs to the west of HS2. Follows route of HS2 until Watnall Coppice underbridge.
Greasley bridleway 21 (west of Hucknall)	√		Assumed to be an under bridge
Hucknall footpath 35 (north west of Hucknall)	√		Hucknall Footpath 35 Overbridge over HS2 route

Annesley footpath 2 – Kennel Lane	√		Kennel lane Overbridge over HS2 route
Annesley bridleway 1 – Weavers Lane			Bridleway beneath a viaduct
Annesley footpath 8 – runs from Mansfield Road (to the west of Sherwood Business Park) to Selston.	√		Annesley footpath 8 appears to be diverted following a route to the east of HS2
Annesley footpath 11 – runs north from Salmon Lane with approximately from the access point to Two Dale Farm			Annesley Footpath 11 does not appear to be identified in the text or on the
Kirkby footpath 20 – runs to the south of Park Lane toward Kirkby Park's farm	√		A new section of footpath 20 will designated which runs to the west of HS2. The former route will have no access over/under the HS2 route.
Kirkby footpath 18 – runs north from Park Lane adjacent to the M1.	√		Limited diversion to the south of the mineral railway line
Kirkby footpath 17 – runs parallel to the River Erewash.			Footpath beneath a viaduct
Kirkby bridleway 12 – runs to the north of Kirkby Cliff Farm.	√		Substantially effect at Kirkby Lane end
Kirkby footpath 13 – runs past Kirkby Cliff Farm.	√		Footpath diverted to run beneath a viaduct
8.17 Pinxton to Newton and Huthwaite (LA08)	Permanent realignment or diversion	Permanent closure	Comments
Sutton footpath 59 – South of Brookhill Lane.	√		Diverted onto the realigned Sutton in Ashfield Bridleway 60 to the realigned Brookhill Lane
Sutton footpath 60 – South of Brookhill Lane.	√		Diverted to the east of its current alignment, along the south side of the realigned Brookhill Lane, to where it meets Sutton in-Ashfield Footpath 59 existing alignment;
Sutton footpath 41 – west of Export Drive.	√		Diverted east of its current alignment along the western

			boundary of the Fulwood Industrial Estate;
Sutton footpath 40 – off Nunn Brook Road.			The footpath runs onto Blackwell 3/6/2 & 3/6/2. Access over/under HS2 will be closed. Alternative route south via Sutton footpath 152 onto the Blackwell Trail;. Blackwell Trail goes beneath the Norman Brook Viaducts
Sutton footpath 30 – north of Blackwell Road.	√		Diverted to the west of its current alignment, just north of the B6026 Huthwaite Lane and west along the B6026 Huthwaite Lane realignment, near Spring Farm;
Silverhill Trail (a short section of which forms part of the NCN Route 67).			Realigned vertically in order to pass over the Proposed Scheme via the Silverhill Trail overbridge;
Sutton footpath 28 - west of Strawberry Bank goes onto the Blackwell footpaths.			<ul style="list-style-type: none"> • Blackwell Footpath B3-10/6 – realigned to the east of its current alignment; • Blackwell footpath 3/13/2 is closed to the north of the Silverhill Trail
Sutton footpath 18 - north west of Stanley.			To the west of the M1 the footpaths are in Bolsover. Footpath FP32 go west will be closed. Footpath 33 will be diverted with access over the HS2 route via the Tibshelf Footpath 33 Overbridge.

The Council requests that HS2 works with the Council to explore opportunities within the Proposed Scheme to ensure connections for its Green infrastructure routes are developed and maintained particularly for:

- Silverhill Trail (extension of Bridleway 148)
- Kirkby Footpath 17 (near M1)
- Kirkby Footpath 18 (Park Lane M1 junction)
- Kirkby Footpath 20 (Near Kirkby Park Farm) and connection to Annesley Footpath 11 (missing GI route link)
- Annesley Bridleway 1 off Weavers Lane
- Annesley Footpath 2 – crossing
- Hucknall 35 Footpath - crossing near Misk Farm

The Council notes and supports that if a temporary or permanent alternative route cannot be provided in advance of any road or public right of way closure then this will be discussed with the Council and local groups.

Construction of the Proposed Scheme within the LA07 area would lead significant community effects due to the demolition of six residential properties on Annesley Lane in Selston; and three on Salmon Lane in Selston. The loss of these properties represents a high proportion of this community. The Council has significant concerns regarding the loss of these properties and the impact of the proposals on the Selston community, particularly during the construction period.

The Statement identifies that in the working draft ES, the full details of construction traffic routes and geographical scope of likely in-combination (amenity) effects are yet to be determined. In the formal ES, the study area and associated baseline of community resources will be updated to take account of these.

The Council would encourage HS2 to be a “good neighbour” to local communities, including providing accurate and timely information about construction works over the planned construction period and offering opportunities to influence them, where appropriate.

Health

The assessment of the impact of the Proposed Scheme on health is introduced as a result of Directive 2014/52/EU and the 2017 EIA Regulations. The definition of health used in the assessment follows that of the World Health Organization, which describes health as ‘a state of complete physical, mental and social wellbeing and not merely the absence of disease or infirmity’. Potential health effects have been identified based on information that is available at this stage of the assessment. A summary of the anticipated health impacts on local communities is set out in the HS2 Non-technical Summary document. A full assessment of health effects will be provided in the formal ES. This makes it difficult to make a full judgement about the potential health effects resulting from the impact of the Proposed Scheme.

The construction of the Proposed Scheme would impact on a range of environmental and social factors that have the potential to affect health. The combination of construction noise, visual and traffic impacts would change the character of neighbourhoods, and may impact on residents’ quality of life. Mitigation would be through measures set out in the Code of Construction Practice (CoCP) for the scheme. Contractors would also be required to comply with the measures in Local Environmental Management Plans (LEMP), which apply the environmental management strategies at a local level.

Council has concerns for the wellbeing of residents who live in close proximity to the proposed Scheme at Westville in Hucknall, and Selston, both during the construction and operational periods. Substantial and effective mitigation proposals will be required in these locations.

Rural communities, such as Selston, Jacksdale, Bagthorpe and Underwood, may be dependent on shops and services in nearby towns and as such temporary closures

and diversions of local roads may reduce the accessibility of key services and create increased journey times during construction. In addition, levels of physical activity could potentially be affected by disruption to roads and public rights of way that may be used as active travel routes. The Council encourages HS2 to actively consider strategies to reduce the impact of such disruption difficulties and delays are minimised as far as possible.

The temporary construction workforce is likely to comprise a mixture of local people and workers from further afield, giving rise to temporary changes to local population size, demographics and housing requirements. The Council is aware however that this gives rise to opportunities to boost the local economy with regard to local retailers and services.

Environment

Air quality

The Working Draft Environment Statement has considered both the operational and construction impacts of the HS2 development. The report has used a combination of background maps and diffusion tube monitoring data to model both the construction and operational impacts of the development. The report has also used traffic data based on an estimate of the average daily flows in the peak years during the construction period (2023 – 2032), and confirms that in the modelling the year 2023 represents the worst case for the construction assessment. The report confirms that Ashfield does not have any air quality management areas. It does not mention the Feasibility Study that the Council submitted to Defra in July 2018 based on roadside traffic emissions on the A38.

The report confirms that there are no operational impacts from the Operation of the proposed scheme because there are no direct atmospheric emissions from the operation of the trains. The report highlights that there will be operational traffic effects on air quality due to increased traffic levels and will consider all receptors within 200 metres of affected roads; however these effects will not be reported until publication of the final draft. The report concludes that significant residential effects will not be reported until publication of the final draft. The air quality section of the report does not consider the effects on Ecology and biodiversity.

The report confirms that construction activities that lead to the generation of dust and the increased traffic on local roads are the main impacts from the construction phase of the development. The report again confirms that the effects of construction traffic on air quality will not be reported until publication of the final draft. The report highlights a number of important dust mitigation measures in the Draft Code of Construction Practice to control the generation and migration of dust from construction sites. In addition to dust, the Draft Code of Construction Practice also considers control of general air pollution, odour and exhaust emissions from the site.

Ecology and biodiversity

The HS2 ecological impact assessment considers all ecological receptors (fauna and flora) that have the potential to be affected by the construction and/or operation of

the Proposed Scheme. The assessment includes the consideration of effects arising from habitat loss and fragmentation, severance of ecological corridors and networks, noise and visual disturbance (including disturbance from lighting), barrier effects to movement of fauna, changes in water quality and quantity, air pollution, and wildlife mortality due to passing trains.

The Council acknowledges the construction of HS2 will have an adverse effect on habitats directly on the line of the route as it runs in close proximity to a large number of the Local Wildlife Sites. However, it welcomes opportunities to provide mitigating habitat, translocating habitats and species for directly affected Local Wildlife sites (LWS) and to improve connectivity between areas of similar existing habitat for the benefit of wildlife, particularly around Huthwaite and the water habitat of Maghole Brook and Ashfield District Dumble Local Wildlife Sites.

The Council views hedgerow creation as important to restore habitat linkages and wildlife commuting routes and should be incorporated within the Proposed Scheme where appropriate. The protection of ancient woodland (such as The Dumbles) should be secured where possible as it is an irreplaceable resource. Aftercare and ongoing monitoring of sites is of vital importance. The Council would welcome landowners receiving appropriate ongoing support and guidance where there is a change in habitat management or new habitat created.

The Council welcomes that the HS2 Code of Construction Practice (CoCP) Construction plan will closely monitor and have safeguards in place to prevent contamination of habitat, particularly in relation to runoff into watercourses and protected species such as water vole. An area of concern with regard to this is the construction of the proposed viaducts over the tributary of Beauvale Brook, River Erewash and Maghole Brook.

The use of green bridges (where the bridge width is increased to allow vegetation, typically including one or two hedgerows comprising a range of local or native species, to be planted across the bridge) is strongly supported by the Council for landscape and ecological connectivity. Similarly, proposals for balancing ponds should be designed and managed to maximise biodiversity opportunities.

Historic Environment

HS2's assessment of the historic environment focuses on the extent to which the Proposed Scheme would affect designated and non-designated heritage assets.

Impacts on the following types of heritage asset are assessed as part of the WDES:

- Archaeological and paleo-environmental remains¹⁴⁹ including geological deposits that may contain evidence of the human past;
- Historic landscapes;
- Historic buildings and the historic built environment.

HS2 states that Proposed Scheme is being designed to reduce impacts on heritage assets as far as reasonably practicable.

Construction of the Proposed Scheme in the LA07 area would result in the removal of the following three non-designated heritage assets: a potential Romano-British near Misk Farm settlement; Two Dales Farm and associated outbuildings; and the archaeological remains which are likely to comprise the foundations of a windmill and associated engine in the Kirkby-in-Ashfield parish, situated south of the B6018 Park Lane.

Construction of the Proposed Scheme in the LA08 area would permanently physically affect non-designated parkland at Brookhill Hall, which contributes to the setting of the Grade II listed buildings of Brookhill Hall and stable block at Brookhill Hall. This would result in changes to the way that these assets are experienced and understood, due to the close proximity of the proposed viaduct, satellite compound and cutting.

The setting of Annesley Hall and registered parkland is of key importance to the Council for its historic value and link to Lord Byron. The location of the route's proposed Audrey Wood viaduct would impact the ability to fully appreciate the heritage significance of the registered park through changes in its setting and relationship to its surrounding estate landscape. The Council requests HS2 fully consider the viaduct design to mitigate as far as possible the impact on the setting as it is noted in the consultation documents that the Proposed Scheme would result in changes to the way that the registered park is experienced and understood.

Land quality

The Working Draft Environmental Statement comprehensively lists all areas of land having a past use that could give rise to potential contamination. This is in line with the Council's GIS data and would be expected considering the use of similar information sources. More specifically, the statement lists areas of land which need particular consideration. The Council's Environmental Protection Team is not aware of any omissions that would need highlighting to HS2. The statement then uses a conceptual site model risk-based approach to assess the likely implications from these areas.

Procedures proposed by the statement for moving the HS2 project forward without creating pollution linkages appear to be robust. Whilst previously unforeseen contamination can always become apparent, access to suitable site specific information will minimise this risk. The Council has acquired a significant amount of land condition information across the district, some of which may be useful to HS2.

On 9 October 2018, the Council received a request from James Nicholas, Geo-Environmental Consultant at capitaproperty.co.uk for any site specific information the Council held about a submitted list of former landfill sites. These included, Hucknall Airfield (western extent of), Bentinck Void & Portland Fields, New Watnall (in Broxtowe District), Crowtrees Farm, Dartfish Ltd, Blackwell Tip and South Fulwood Industrial Estate. The council's Environmental Protection Team sent copies of ground investigation reports for all of these sites, except Portland Fields and South Fulwood Industrial Estate. The information was provided for reference purposes only and no part(s) should be reproduced without the report owner's permission.

Bentinck Tip and Void have characteristics that are worthy of special consideration. These include a culvert beneath the tip which singularly conveys surface water drainage from a large area and un-detonated explosive charges within the tip. Both are well documented and copies have been sent to James Nicholas. Other relevant ground investigation reports exist e.g. Langton Colliery Tip and are held by the council. They have not been requested by capitaproperty.co.uk and may be of interest to HS2.

As part of the final environmental statement, HS2 should provide confirmation that all land quality information gained during the HS2 construction process will be promptly submitted to the relevant Local Authority.

Landscape and visual

The HS2 WDES report presents the assessment of the likely significant landscape and visual effects identified to date within the Hucknall to Selston area. It summarises the baseline conditions found within and around the route of the Proposed Scheme and describes the likely impacts and significant effects during construction and operation on landscape and visual receptors (people living near or travelling through the landscape). The methodology has taken account of relevant guidance such as the Landscape Institute's Guidelines for Landscape and Visual Impact Assessment (3rd edition). The report refers not just to the running of the trains, vehicles on roads and any associated lighting but also the presence of the new permanent infrastructure associated with the Proposed Scheme.

HS2 advises that the assessment has been carried out on the basis that design of structures would, insofar as reasonably practicable, integrate with existing skyline features and would make use of a simple, clean and coherent palette of materials to help structures fit in the landscape.

Cross sections and photomontages of the proposals in situ would have been helpful within the community consultation area documents to assist in the assessment of the visual impact of the proposals and would have assisted the public's understanding of the earthworks, overhead line equipment and built structures such as viaducts. The design of the major viaducts particularly at Kennel Lane, River Erewash and Maghole Brook are of particular visual significance to the Council and request HS2 regularly updates the Council for comment on design iterations.

The Council acknowledges the construction of HS2 will have a major adverse effect on the landscape directly on the line of the route, with the construction of embankments, cuttings and viaducts, which will impact significantly on the visual amenity of local communities and in particular residents at Westville and Selston who live closest to the route. However the implementation of the mitigation proposals will offer opportunities to enhance the wider landscape in the longer-term such as tying the structures into the landform and additional woodland planting / hedgerow replacement. Opportunities to establish planting early or in advance of the main construction programme should be investigated.

The Council requests works to be put in place in the interim to mitigate the visual effect (both day and night-time) of the autotransformer station, construction

compounds and temporary infrastructure, particularly for compounds located on high ground such as Westville satellite compound.

Sensitive and appropriate aesthetic design of any noise barriers should be encouraged particularly if in close proximity to residents' properties. During the construction phase, the Council requests that public roads and public rights of way routes remain open for public use wherever reasonably practicable. Diversions to public rights of way should be kept to a minimum and link to the Council's Green Infrastructure strategy for maximum benefit and cross district connectivity.

With reference to the Landscape Character areas (LCA's) developed by HS2 for the scheme, the Council would welcome involvement in the review of the draft LCA's and their accompanying descriptions before publication in the formal ES.

Sound noise and vibration

Prior to the publication of the Working Draft Environment Statement, the Council's Senior Environmental Protection Technician met with HS2's noise consultants to discuss their methodology to assess the potential noise problems associated with both the operation and construction phases of HS2. To obtain a working background noise level, the consultants are using a combination of noise monitoring and desktop studies to validate the existing background noise maps. They are undertaking monitoring at sensitive receptors and in background locations to obtain data to validate their noise modelling

The Operational Contour Maps that support the Working Draft Environment Statement indicate the possibility of significant noise and vibration impacts on both residential and commercial properties along the line of the route. This includes a significant number of properties in Hucknall, Selston, Pinxton, Huthwaite and Teversal. The Operational Contour Maps also indicate that a number of properties in Pinxton could be significantly affected and may qualify for additional noise insulation at their properties,

The current operational contour maps do not indicate the current baseline noise levels and the final baseline sound level will only be published in the final Environment Statement, the draft report indicates that further monitoring and modelling work is being undertaken. This makes it difficult to make any judgement about the potential loss of amenity or the effectiveness of noise mitigation measures highlighted in the report.

The Working Draft Environment Statement also comments on the problems associated with construction noise and the effects on local residents. It has considered all aspects of the construction phase including the piling operations, earth works associated with the construction of the cuttings, bunds and balancing ponds, the use of machinery and reversing beepers and the effects of construction traffic. To support the Working Draft Environment Statement, the report comments on the Draft Code of Construction Practice based on the principles of BPM as defined by the Control of Pollution Act 1974.

The list of mitigation measures includes the use of noise insulation and screening, control of working hours, the use of acoustic enclosures for noisy equipment such as generators, the use of low vibration equipment, and the use of less intrusive broadband reversing beepers. The report also recommends the temporary re-housing of residents in qualifying properties to avoid the worst levels of construction noise.

The report has also proposed the use of Section 61 CoPA notices to ensure contractors obtain authority from Ashfield District Council prior to noisy activities taking place on site. The mitigation measures recommended are comprehensive and should be effective at controlling construction noise but these will not be finalised until the publication of the final Environment Statement.

Water resources and flood risk

The assessment includes consideration of all surface water and groundwater bodies, including their associated water resources, water quality, hydromorphology, and hydrology and flood risk. Descriptions of the current baseline for water resources and flood risk, the likely impacts, and significant effects of the route of the Proposed Scheme's construction and operation on surface water and groundwater bodies and their associated water resources are assessed. The likely impacts and significant effects of the Proposed Scheme on flood risk and land drainage are also considered.

It is noted that the scheme is designed to minimise the impact on water quality and avoid an increase in the risk of flooding from all sources. The Council is supportive of sustainable drainage being incorporated into the scheme. As well as controlling the rate, volume and quality of run off, the Council requests that Sustainable Urban Drainage (SuDS) elements are designed sympathetically to maximise the ecological and landscape benefits.

It is not clear from the Statement who will be responsible for the future management of the SuDS elements. If the management of the SuDS is to return to private landowners, the Council would welcome landowners receiving appropriate ongoing support and guidance where there is a change in habitat management or new habitat created.

There are a number of ecological sites in Ashfield which are designated as Sites of Special Scientific Interest or Local Wildlife Sites and which are water dependent. The floodplains of Normanton Brook, Maghole Brook and Nunn Brook occupy land where water has to flow. The soils and floodplains function as water stores for flood attenuation, as well as providing ecological habitat. Watercourses and the adjacent banks area form wildlife corridors. It is important from an environmental aspect that if the scheme has a negative impact on these sites or on watercourses, HS2 works to mitigate the effects as far as possible.

The Council supports HS2 in seeking to minimise the combined effect of the Proposed Scheme and climate change on the environment.

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High Speed Two (HS2) Ltd
Two Snowhill
Snow Hill Queensway
Birmingham
B4 6GA

Contact: Leader of the Council
Direct Line: 07930 315398
Email: cllr.j.zadrozny@ashfield.gov.uk

Our Ref:
Your Ref:
Date: 16/11/2018

Dear Sir or Madam,

HS2 Consultation Response

Ashfield District Council is keen to work with HS2 on the development and connectivity opportunities the Proposed Scheme offers.

Although I am aware that there is an HS2 public information event scheduled for 3 November at Holgate Academy in Hucknall, and reference copies of consultation documents will be available at the Tin Hat Centre, and Huthwaite, Kirkby and Hucknall Libraries, it is my considered wish that HS2 comes to Ashfield to enable local residents and businesses to put forward their views. This will ensure that the public consultation is positive and meaningful, helping to shape not only the HS2 proposals but also the future of Ashfield.

Please find attached Ashfield District Council's adopted consultation response to HS2's Working Draft Environmental Statement.

Yours faithfully

Councillor Jason Zadrozny
Leader of Ashfield District Council

Address: Council Offices, Urban Road, Kirkby in Ashfield, Nottingham, NG17 8DA

Tel: 01623 450000 **Fax:** 01623 457006 **Web:** www.ashfield.gov.uk

If reasonable adjustments are needed to fully engage with the Authority - contact **01623 450000**

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Report To:	CABINET	Date:	26 November 2018
Heading:	BIG ASHFIELD SPRING CLEAN		
Portfolio Holder:	DEPUTY LEADER OF THE COUNCIL, OUTWARD FOCUS		
Ward/s:	ALL WARDS		
Key Decision:	YES		
Subject to Call-In:	YES		

Purpose of Report

The Big Ashfield Spring Clean was a district wide clean-up campaign delivered over a three-week period between 19th May and 9th June 2018.

This report sets out the successes of the project, the cost of delivery and the impact the scheme made along with lessons learned from the first campaign and recommendations for future delivery of Spring Clean campaigns.

Recommendation(s)

1. Members to note the full evaluation of the 2018 Big Ashfield Spring Clean.
2. Members to approve the plans for the 2019 Big Ashfield Spring Clean as set out in this report.
3. Members to delegate authority to the Director of Place and Communities and Assistant Director Neighbourhoods and Environment in conjunction with the Portfolio Holder, to lead on the project.

Reasons for Recommendation(s)

It is the political policy direction to create a more regular event (annually) and with this in mind, it is necessary to use the evaluation and lessons learned reports to be able to recommend the most effective way forward for 2019 and beyond.

Evaluation of 2018 Big Ashfield Spring Clean

In summary, the campaign was rolled out geographically across the District over a 3 week period, with Sutton week one, Kirkby and the Rurals week 2 and Hucknall week 3. It had 3 distinct offers

for residents: static skips were placed at various locations across the District, complemented by “flying skip” bin lorries which collected waste at pre-determined routes over the weekends (excluding the Bank Holiday weekend) and free bulky waste collections for residents who needed door to door collection or additional support.

On Monday 15th May the Council released information to residents of Ashfield that a Big Ashfield Spring Clean Campaign was set to get underway. Information was provided to residents to inform them of static and flying skips to be sited across the district to enable them to support the spring clean and help them clear out unwanted waste.

Week 1 - Sutton

On Saturday 19th May 2018 2 RCV bin lorries acted as flying skips and collected waste from the following locations in Sutton in Ashfield:

- Welbeck Square, Stanton Hill
- Beechwood Court, Skegby
- The Hillcocks Car Park
- Highfield Road
- Woodlands Way
- Leabrooks Avenue

These were managed by waste collection crews. Residents were able to bring out their waste for disposal on the lorries. The amount of waste collected by the two RCVs was 4.1 tonnes

From Monday 21st May 2018 15 Static skips were sited across Sutton in the following locations:

- Pepper Street
- Woodlands Way
- Willowbridge Lane
- Sutton Road Library Car Park
- Woodland Avenue
- Quarrydale Road
- Fackley Road/Brand Lane
- Leamington Drive
- Carsic Lane
- Carsic Road/Northwood Avenue
- Redcliffe Street
- Penn Street
- Garden Lane
- East Street
- Oak Street/Hazel Street

The flying skips were not utilised to full capacity. However, the static skips in Sutton were well used and evidence of overspill side waste was present. To ensure safety, site checks were carried out by Environmental Services operatives and side waste was collected by operational crews on a frequent basis.

Some concerns were raised by members and residents regarding the amount of usage at the Sutton skip sites and a decision was taken to take away full skips and replace them on 23rd May to provide more capacity to residents.

The total amount of waste collected in the skips is recorded as 19.615 tonnes and the amount of waste collected around the vicinity of the skips as side waste was 9.74 tonnes.

The cost of delivery in Sutton, including skips costs, employee costs of crews and the cost of waste disposal totals £9,538.93.

The project team identified at the planning stage that there was a risk of small traders using the skips to dispose of commercial waste as the skips were not continually manned. It is difficult to evidence or quantify the amount of commercial waste presented in the skips, but in the light of operational experience, this did take place.

Using an assessment of the percentage of total weights collected in each area of the district as Sutton 40%, Kirkby & Rurals 35% and Hucknall 25%, the model can be applied to make assumptions on the amount of potential commercial waste presented throughout the campaign.

From the 60.896 tonnes of waste collected in the static skips, it can be reasonably assumed that 9.247 tonnes of this waste was made up of materials which could have been presented from traders. Applying the model outlined above, 40% of this, 3.70 tonnes could be attributed as potential commercial waste presented in Sutton. Indicative costs that could be attributed to 3.70 tonnes of commercial waste could be projected at £580. (£156.80 per tonne).

Week 2 - Kirkby & Rurals

Monday 29th May saw the siting of 12 static skips across Kirkby and the Rural areas in the following locations:

Kirkby:

- Chartwell Road
- Ashwood Avenue
- Church Street
- Sherwood Court
- Rowan Drive
- Bourne Avenue
- Nuncar Court
- Byron Road

Rurals:

- Hankin Avenue, Underwood
- Main Road, Jacksale
- Alfreton Road, Selston
- Victoria Road, Selston

On Saturday 2nd June 2018 2 RCV bin lorries acted as flying skips and collected waste from the following locations in Kirkby and Rurals:

- Midfield Road, Kirkby
- Central Avenue, Kirkby
- Chestnut Avenue, Kirkby
- Rutland Road, Jacksdale

- Palmerston Street, Underwood
- Sherwood Way, Selston

Lessons learned from the Sutton element of the campaign enabled officers to plan a more robust approach to managing the static skips in the second leg of the campaign. Static skips were monitored daily by operational teams and arrangements were made to collect skips as soon as they became full.

It is acknowledged that side waste was presented at the sites as anticipated, but where skips were not full, the waste was shifted into the skips by Environmental Services' staff. This made it difficult to quantify the amount of side waste present. Further complexities occurred when lorries stored waste, only tipping off when getting to capacity. This means for Kirkby and Rurals, modelling of waste ratios in other areas has been used to make an informed assumption on the amount of waste captured in the skips or presented as side waste.

The total amount of waste collected in the skips is recorded as 25.857 tonnes. However, it is assumed that 6.98 tonnes of this waste was actually presented as side waste, and placed in the skips prior to collection. This means skip waste for Kirkby & Rurals could be modelled at 18.877 tonnes.

The cost of delivery in Kirkby and Rurals, including skips costs, employee costs of crews and the cost of waste disposal totals £8,814.05.

From the 60.896 tonnes of waste collected in the static skips, it can be reasonably assumed that 9.247 tonnes of this waste are made up of materials which could have been presented from traders. Applying the model outlined above, 35% of this, 3.23 tonnes could be attributed as potential commercial waste presented in Kirkby & Rurals. Indicative costs that could be attributed to 3.23 tonnes of commercial waste could be projected at £506. (£156.80 per tonne).

Week 3 - Hucknall

The final week of the campaign took place in Hucknall from 4th June with 9 static skips placed in the following locations:

- Brickyard Drive
- Farleys Lane
- Derbyshire Lane/Sandy Lane
- Storth Avenue/Croft Avenue
- Ward Avenue
- Hucknall Leisure Centre
- Vaughan Avenue
- Ruffs Drive/Watnall Road
- Babacombe Way

Flying skips followed and provided an end to the campaign on Saturday 9th June in the following locations:

- Kenbrook Road
- Yew Tree Road

- Garden Road
- Christchurch Road/Edgewood Drive
- Beauvale Crescent
- Washdyke Lane

The total amount of waste collected in the skips is recoded as 15.424 tonnes and the amount of waste collected around the vicinity of the skips as side waste was 3.22 tonnes.

The cost of delivery in Hucknall, including skips costs, employee costs of crews and the cost of waste disposal totals £8,585.10.

From the 60.896 tonnes of waste collected in the static skips, it can be reasonably assumed that 9.247 tonnes of this waste are made up of materials which could have been presented from traders. Applying the model outlined above, 25% of this, 2.31 tonnes could be attributed as potential commercial waste presented in Hucknall. Indicative costs that could be attributed to 2.31 tonnes of commercial waste could be projected at £362. (£156.80 per tonne).

Performance data

To determine the success of the campaign, an understanding of the purpose of the campaign needs to be recognised. Whilst the Council is actively working towards the national target of 50% of household waste recycled or composted by 2020 and the stretching target of 65% by 2030 there is a recognition that the high recycling rates from this project are a by-product of its purpose, which was to help residents clear out their waste.

Information received from the skip company shows that a large variety of waste types was received into the skips and 99.6% of these were able to be recycled, reprocessed or reused. The following table details the types of waste present in the skips throughout the campaign, the items highlighted in red were not able to be recovered for recycling or reprocessing:

Waste type	Weight (tonnes)
Wood	11.819
Packaging	11.665
Furniture	11.574
Plastics	9.925
Bricks	5.673
Green waste (garden)	3.465
Inert waste	1.809
Tiles and ceramics	1.488
Metals	1.318
Mixed waste (recycled)	0.832
Mixed waste (landfill)	0.092
Floor coverings	0.872
Canteen/office/adhoc	0.177
Hazardous materials	0.100
Electrical and electronic WEEE	0.087
Total	60.896

The Council is a Waste Collection Authority (WCA) and measures performance data of waste collected from households as residual waste, dry recycling, garden waste and glass. The cost of disposal for these types of household wastes is met by the Waste Disposal Authority (WDA) and not the Council.

The Council also collects waste from households in additional or bulky waste collections, and these collections are classed as trade waste. There is therefore a charge applied to the council for wastes by tonne. This charge is commercially sensitive and cannot be shared. During the campaign the council made 867 free bulky waste collections from residential properties. Income and expenditure accounts for 2017/18 show that bulky waste generated income of £72k. As of 30th October the council has generated £42.2k income from bulky waste with a year-end projection of £72.6k. Overall the forecast income for 2018/19 is expected to be the same as in 2017/18. This is demonstrated in Fig 1 below.

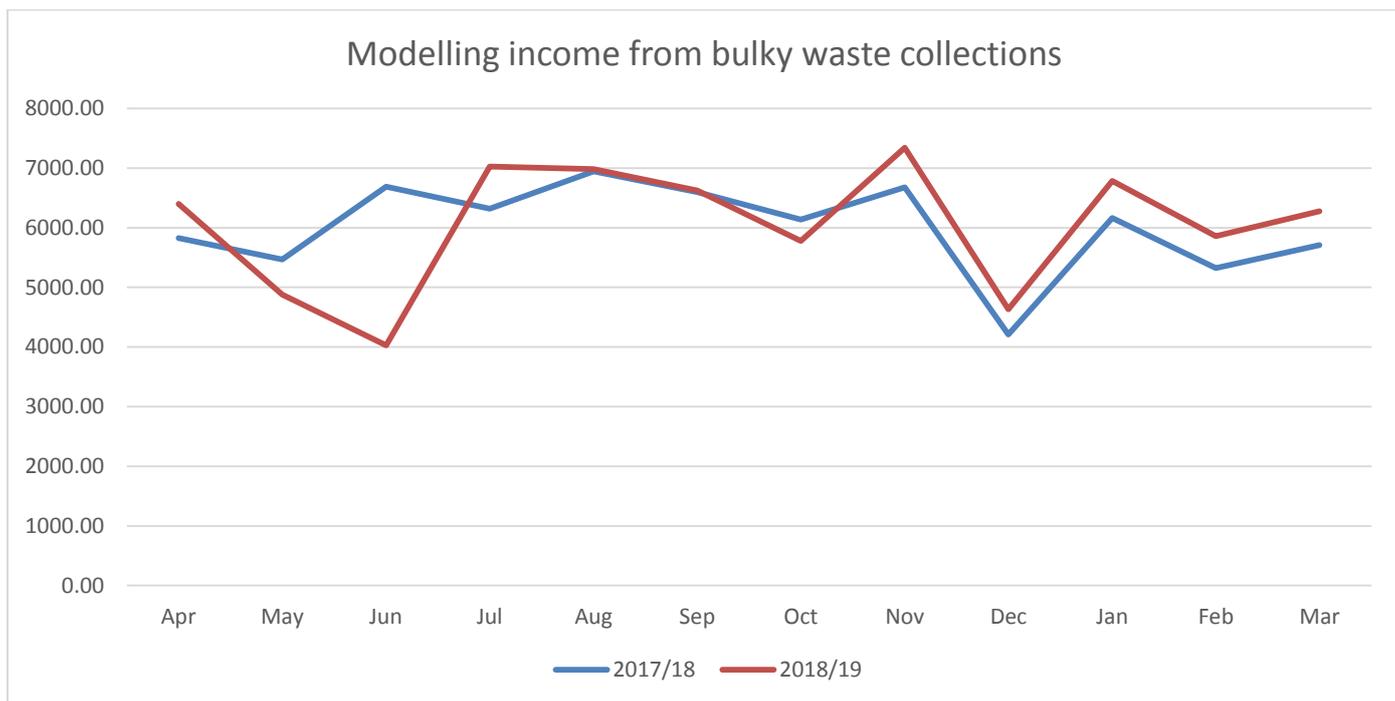


Fig 1 Modelling income from bulky waste collections

Data from the weeks leading up to, during and after the campaign have been compared to the same time period in the previous year to understand the influence that the campaign had on waste collected across the district.

Fig 2, below shows the amount of waste, in tonnes, collected in quarter 1 which is the performance quarter in which the campaign took place. The top lines in red shades demonstrate general household waste tonnes collected and the bottom lines in green shades demonstrate household recycling weights.

The graph shows that, in quarter 1 of 2018 household recycling tonnages remained relatively stable compared to same time period in 2017. Quarter 1 of 2018 data for general wastes shows that the performance year began with a 5% increase in the amount of waste collected when compared to the previous year.

This trend continued throughout the quarter until the weeks of the spring clean where a 14.6% increase was seen in week commencing 21st May, this was the first week of the static skips being

deployed in Sutton. Weekly weights then declined by 10% following the campaign and by the end of quarter 1 the amount of waste collected had reduced to the levels previously seen in 2017.

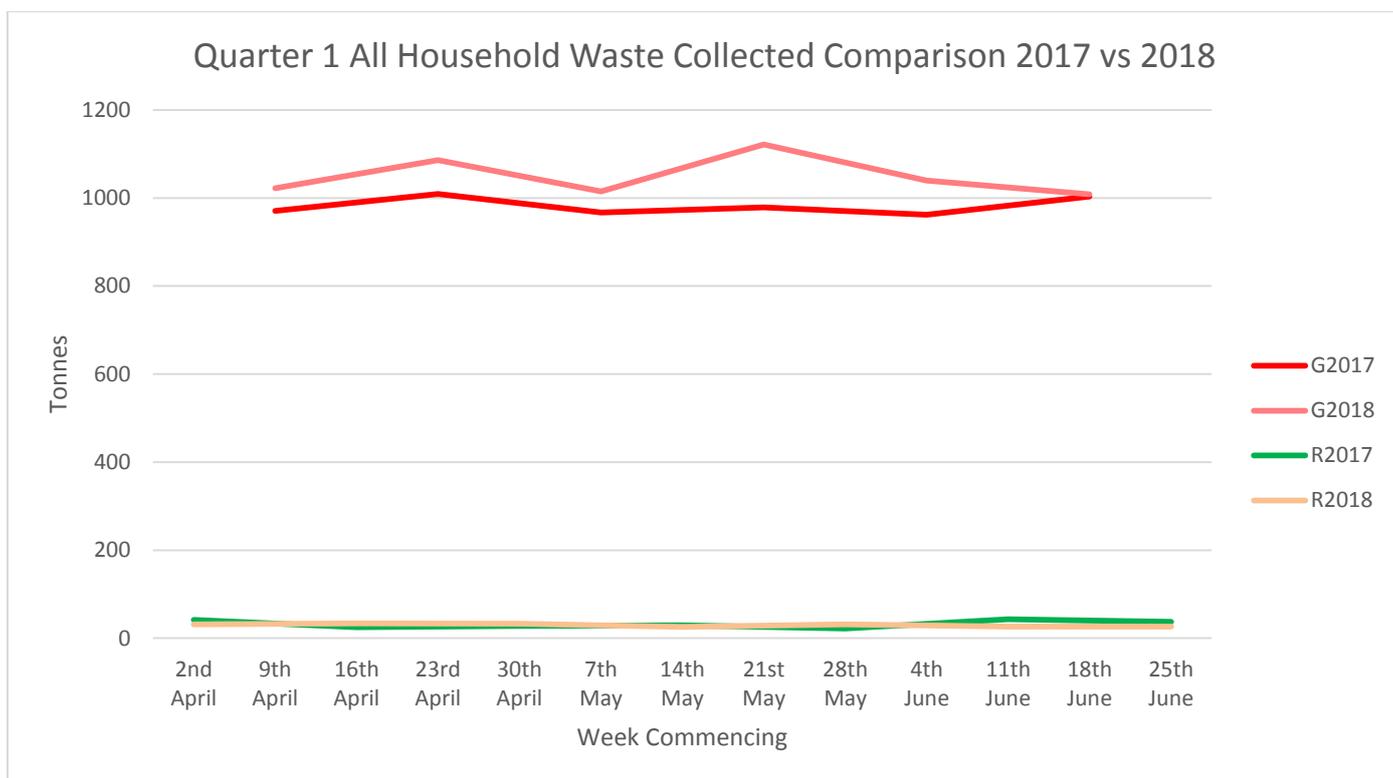


Fig 2 Modelling all wastes collected in Quarter 1

Lessons learned

1 The overall approach

Throughout the campaign officers shared learning with Cabinet from each phase and refined the approach to achieve the best outcome for residents. Assumptions made in the development stage of the campaign around the potential for traders to use the skips to dispose of commercial waste have been realised in part. Although there is no specific data to quantify this, it is accepted that some element of commercial waste was presented in the skips and estimates have been included in this report.

In terms of community impact, initial assumptions made around the community self-policing the skips and skip sites were not realised. However there was a change in call demands as residents contacted the council to raise issues around skips in their area. The following graph shows the change in call demands before, during and after the campaign along with a comparison against the previous year. This shows that whilst the campaign was well utilised, there was a clear reliance on the council to manage all aspects of the campaign. This learning must be factored into future campaigns to ensure that plans consider the required resources and a longer lead in time will ensure more community and voluntary sector input.

Fig 3 below highlights call demands placed on the Customer Support Team prior, during and after the campaign. The red line on the graph shows the trend in call volumes for 2017. As garden waste was not chargeable at this time, the comparison data from 2018 has been shown without garden waste calls. This shows that whilst call demands were higher than last year at the start of the

operational year, there was a spike in the spring clean weeks but, the curve has been turned in terms of call demands and the call numbers have reduced to the same amount as last year in spite of the higher starting point.

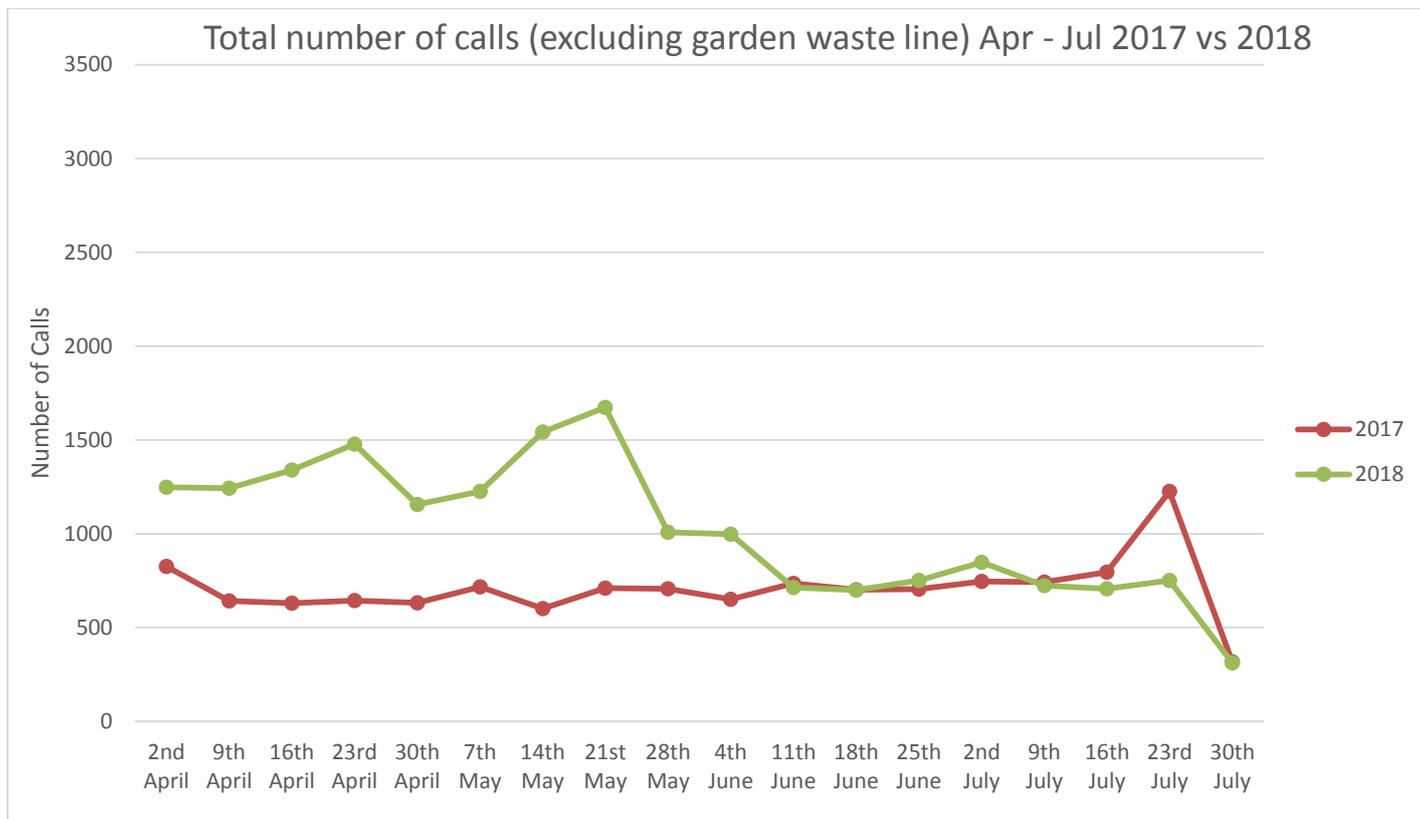


Fig 3 Modelling call demands (excluding garden waste) from April to July 2018 compared to 2017

The placement of skips around the district appeared to be welcomed by residents with positive comments made on social media pages showing this. However from an operational perspective, a lesson learned around having an unmanned site for waste disposal has informed the thinking for future campaign plans.

The under-utilisation of the flying skips has been reviewed and officers’ assessments are that the flying skips would be more effective if they moved around the district collecting waste on the move as opposed to parking up in set location with residents bringing waste to them. To use flying skips in future campaigns would provide the following benefits:

- Reduce or negate the need for residents to transport their waste;
- Onsite crews ensure no commercial waste presented;
- No set site to attract side waste;
- All weight data captured in once place.

Officers’ recommendations for future spring clean events would therefore be to utilise RCVs operating as flying skips and not to site any static skips in the District.

2 Community engagement and involvement

During the 2018 campaign officers were able to engage with community groups to support and empower them into delivering some clean up campaigns in their areas to support the Council’s activities. The community delivered campaigns in all areas of the district which included:

- Selston Parish Council litter picks in Selston and Jacksdale
- Portland Park volunteers cleared vegetation
- Teversall, Stanton Hill and Skegby Neighbourhood Forum completed litter picks
- Asda completed a litter pick in Sutton
- Teversall Manor Friends group completed a litter pick
- Green Buddies (young people volunteers) completed litter picks in Sutton

Officers' recommendations for future events around community engagement include approaching organised groups to encourage community action to carry out litter picks, vegetation clearance, street name plate cleaning and communal area cleansing and ownership to prevent fly tipping. Based on learning by an environmental group called Hubub, this approach gives ownership to residents whose back yards back on to shared spaces (eg alleyways or jitties) which have previously been used for fly tipping of household bulky items. With such action, supported by Environment Teams and signage provided by the council, the approach aims to build community trust and cohesion which helps to empower residents to monitor newly cleaned areas and actively prevent fly tipping in these areas.

As well as this officers will engage with local or national charities regarding the possibility of furniture recycling.

3 Communications and marketing

The Council's communication plan for the 2018 Big Ashfield Spring Clean was fresh and modern, it engaged with residents and generated interest in the scheme. Evaluation of the communications approach showed the following results:

Facebook and Twitter posts were used to promote the campaign between 14th May and 9th June 2018 with 20 Facebook and Twitter posts which generated 109,796 Facebook views and 24,240 Twitter views.

An initial advertorial in the Chad and Hucknall Dispatch covering the launch event was followed by 3 editorials, one positive editorial around the siting of skips around Sutton to help residents dispose of their waste and two editorials covering the potential abuse of the skips by traders and a change in narrative framing a question about the campaign being clean up or "carnage". Feedback from residents remained positive and it was clear that the additional support in disposing of waste was well received.

The Council's website was kept up to date, following the launch, with detailed information around the locations of the skips. The Big Ashfield Spring Clean page generated 3536 views with 210 of them directing through from the advert banner page. The peak traffic day was 14th May with 409 clicks. This demonstrates that the website was an effective way of communicating the campaign information.

Officers' recommendation would be to use the same approach to communications for future events.

Scrutiny Consideration of the Big Ashfield Spring Clean

Free Community Skips / Big Ashfield Spring Clean was added to the Scrutiny Workplan in September 2018 in order to review the project and learn lessons for any proposed future schemes.

At its meeting on the 26 September 2018 the Overview and Scrutiny Committee agreed to prioritise the workplan item relating to Free Community Skips for the next meeting of the Committee. In

addition, in preparation for the start of planning for the Big Ashfield Spring Clean 2019, Council also resolved on the 11 October 2018 to take note and carefully consider the recommendations made by Overview and Scrutiny when it reports back on the review, already in the Workplan, of the Big Ashfield Spring Clean 2018.

Overview and Scrutiny considered the item on the 7 November. Also in attendance to assist the Committee with their considerations was;

- Deputy Leader of the Council (Outward Focus)
- Interim Director of Place & Communities
- Assistant Director, Neighbourhoods and Environment,
- Service Performance Officer

During consideration of this item Members discussed the following;

- Successes and learning points
- How the the Big Ashfield Spring Clean was financed and managed
- Tonnage and types of waste collected
- Types of skips used
- Concerns regarding asbestos reported in one of the skips.

On conclusion of the discussion of this item, Members of the Committee noted that whilst the Big Ashfield Spring Clean 2018 may have generated some positive outcomes, they hoped that a more detailed financial analysis and evaluation of the 2018 scheme, along with the recommendations made by the Committee, would be considered by Cabinet before progressing plans for a similar scheme in 2019.

The Committee resolved that the following recommendations be forwarded to Cabinet for their consideration;

- a) that both flying skips and static skips used in the Big Ashfield Spring Clean 2019 be staffed at all times.
- b) that a policy and procedure be developed for dealing with any hazardous waste deposited in skips during the Big Ashfield Spring Clean 2019.
- c) the Council's contractor used for the processing of waste collected from skips during the Ashfield Spring Clean 2018 be contacted for further information on how asbestos deposited in skips was processed as part of an investigation of how the incident of asbestos being deposited in a skip was dealt with.
- d) that a detailed written response on the written questions submitted by Councillor Mason in advance of the meeting regarding specific details of Big Ashfield Spring Clean 2018 be provided to Councillor Mason by the Interim Director of Place and Communities.
- e) full costings for all aspects of the Ashfield Spring Clean 2019 be made available in advance of the decision being made by Cabinet regarding the details and implementation of the Big Ashfield Spring Clean 2019.

Recommendations for Big Ashfield Spring Clean 2019

The preferred approach, based on lessons learned and officers' recommendations, is to carry out the campaign before the start of the Garden Waste scheme and to utilise 3 of the garden waste bin lorries. Over a 3-week period, 3 lorries will follow 9 scheduled waste collection rounds, which mirrors the dry recycling rounds. This will enable the campaign to travel down every street in the district over the 3-week period.

Recognising that the garden waste lorries do not have low backs to enable crews to easily load larger items, 1100 litre bins will be taken out with the lorries to enable residents to safely transfer their waste into the containers before being transferred into the lorries as lorries pass slowly down streets.

Waste crews will be supported by one Environmental Services operative in a flatbed transit van to take any items that cannot fit into the container.

The approach will be complemented by 3 RCVs out each Saturday following the campaign to collect waste from selected locations across the district to ensure the campaign can be accessed by residents who are not able to engage mid-week.

This means the campaign will happen over the following timeframe:

Week	Area	Week day campaign	Weekend campaign
Week 1	Sutton	Monday 11 th to Friday 15 th February 2019	Saturday 16 th February 2019
Week 2	Hucknall	Monday 18 th to Friday 22 nd February 2019	Saturday 23 rd February 2019
Week 3	Kirkby & Rurals	Monday 25 th to Friday 1 st March 2019	Saturday 2 nd March 2019

For residents who are not able to access the scheme due to health issues, free bulky waste collections will be available in the areas for the weeks directly following the spring clean. This means that free bulky waste collections will be available in:

- Sutton from Monday 18th to Friday 22nd February 2019
- Hucknall from Monday 25th to Friday 1st March 2019
- Kirkby & Rurals from Monday 4th March to Friday 8th March 2019

Targeted enforcement will complement the clean-up approach in each area of the district, with the Council's Community Protection Officers providing visible patrols in town centres and the Council's parks, actively enforcing against littering and dog fouling behaviours. The Council's Environment Enforcement Officer will target fly tipping hot spots to seek out evidence for prosecution. Any notices issued during this time will be promoted as part of the campaign communications.

With this good level of lead in time, the Council's Community Engagement Officers will support the rollout of the Spring Clean campaign by liaising with the voluntary and community sectors to encourage local volunteers and recognised empowered community groups to participate. Many groups have already shown a real commitment to reducing littering issues in their specific areas and on green spaces and are keen to mobilise themselves into action. Resources and infrastructure will be made available to support them to do this, focusing on clean-up events to include litter picking, clearing weeds and cleaning street name plates.

Communications will commence from January 2019 using 'coming soon' type approaches to energise community action and provide a contact and deadline for groups to get involved. Teasers on the Council's website and social media will inform residents of campaign information and timeframes with a launch event taking place on Monday 11th February that replicates the 2018 launch event on Sutton Lawn.

Following the media launch in the local press, the Council's website and social media pages will be updated throughout the campaign with officers live tweeting on clean up, community and enforcement action.

The indicative cost and resource implications of this approach across 5 weekdays and 1 weekend will be £29,000.

Alternative Options Considered

(with reasons why not adopted)

1 Repeat the Big Ashfield Spring Clean campaign in its current format

To fit in with service demands, future campaigns of a similar scale are required to be delivered through February or March, to ensure resource and vehicles can be made available.

Learning from the Big Ashfield Spring Clean 2018 shows that community involvement is key and there needs to be a focus around sustainability to ensure the longer term benefit from a campaign is realised.

Static skips would need to be placed in areas of high demand for residents to get the most value from the campaign and the flying skip routes created using data from the Waste Advisor. There is a recognition that any campaigns involving static skips would require the skips to be fully monitored at all times to negate the risk of commercial waste being placed in them. This would significantly increase the cost of delivery and for this reason, a straight repeat of 2018 is not recommended.

2 Community led spring clean campaign with free bulky waste collections

To empower the community to lead a big spring clean with the Council complementing the approach with free bulky waste collections would reduce the financial impact for the council but there is a risk of lack of ownership across the whole district.

There is a recognition that there are pockets of active volunteers and groups in Ashfield but there is no consistent approach districtwide. To ask the community to lead and deliver the campaign will not enable the Council to be fully inclusive in providing a consistent spring clean campaign to all wards and is therefore not recommended as a single approach to the 2019 campaign.

3 Deliver a council led spring clean campaign with flying skips, free bulky waste collections and more active community involvement – Recommended

Applying the lessons learned leads us to construct a campaign around flying skips, free bulky waste collections and much greater community and volunteer effort. A longer lead in time than that of spring 2018 will enable officers to further refine the routes and work intensively with the voluntary and community sector to build in a more sustainable approach.

Implications

Corporate Plan:

The big Ashfield Spring Clean campaign supports the Council's aspirations, as set out in the Corporate Plan, to help residents reduce waste and recycle more. High profile campaigns linked to waste collection can help to drive forward messages around recycling and environmental issues. To provide residents with the opportunity to get rid of waste as part of a campaign which involves community action will support messages around reduction of fly tipping and littering in the district.

Legal:

There are no legal implications with the proposed campaign. All waste is delivered to disposal sites as set out by the Waste Disposal Authority in line with their PFI contract for managing waste in Nottinghamshire.

Finance:

Budget Area	Implication
General Fund – Revenue Budget	Indicative costs for a Big Ashfield Spring Clean 2019, using Waste Collection vehicles instead of skips is £29,000
General Fund – Capital Programme	N/A
Housing Revenue Account – Revenue Budget	N/A
Housing Revenue Account – Capital Programme	N/A

Risk:

Risk	Mitigation
Potential for high demands putting pressure on the service	Planned for delivery outside of peak demand season to ensure resources and vehicles available
Risk of members of public being unable to access the campaign	Free bulky waste collections in the weeks following the campaign enables engagement where residents are unable to take their waste to the lorries on campaign week
Risk of commercial traders attempting to access the waste lorries	Fully staffed crews will ensure that businesses cannot present trade waste as domestic waste. Crews can sign post to relevant disposal points for traders.
Hazardous materials being presented.	As above; fully staffed crews will ensure that such waste is not taken.

Human Resources:

There are HR implications because the campaign will be deliverable via voluntary overtime by existing staff. However, the GMB Union has been fully involved in drawing up these proposals and they do not envisage an issue with voluntary arrangements. As well as this, Environment crews work a 7 day shift pattern so will be able to operate as part of the campaign.

Equalities:

There are equality implications in terms of encouraging wide ranging public cooperation and engagement. We will engage fully with community groups regarding local clean up campaigns. Free bulky waste collections will be provided for residents who find it difficult to engage in the campaign.

Other Implications:

Communications will be key and we will liaise closely with the ADC Comms team regarding an effective campaign.

Reason(s) for Urgency

Not applicable

Reason(s) for Exemption

Not applicable

Background Papers

None

Report Author and Contact Officer

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Report To:	CABINET	Date:	26 NOVEMBER 2018
Heading:	SCRUTINY CONSIDERATION OF PLAY STRATEGY FOR RURAL AREAS / GREEN SPACE PROJECTS		
Portfolio Holder:	DEPUTY LEADER OF THE COUNCIL (OUTWARD FOCUS)		
Ward/s:	SELSTON, UNDERWOOD, JACKSDALE		
Key Decision:	NO		
Subject to Call-In:	NO		

Purpose of Report

This report provides a summary of the considerations and recommendations of the Overview and Scrutiny Committee following the call-in meeting on the topic, held on the 17 October and subsequent Overview and Scrutiny Committee Meeting held on the 7 November 2018.

Recommendation(s)

That it be recommended to Cabinet that:

- a) the proposed schedule of work for investing in play areas, as detailed in the emerging Play Strategy be informed by specific needs for investment, and that these needs be recorded, rather than investment being determined solely on a schedule and list of areas.
- b) Cabinet's response to a) above be reported to the Overview and Scrutiny Committee in due course
- c) Cabinet looks again at the Section 106 agreement for Brand Lane in order to ensure that the agreement meets the requirements of the area in mitigating the impact of further housing development.

Reasons for Recommendation(s)

Following the call-in meeting regarding the Play Strategy for Rural Areas / Green Space Projects, the topic was referred back to the Overview and Scrutiny Committee for further consideration

Alternative Options Considered

As detailed in the report

Detailed Information

Following its consideration at the Call-in meeting held on the 17 October 2018, the Overview and Scrutiny Committee resolved;

- the content of the Play Strategy and the emerging Car Parking Strategy, as referred to in the original Cabinet report, be further considered by the Overview and Scrutiny Committee with suitable recommendations being made to the Executive as deemed appropriate;
- the Committee report back to the Executive in a timely manner to ensure that the time limited additional funding is utilised appropriately.

The Overview and Scrutiny Committee further considered this topic at a meeting held on the 7 November 2018 with the assistance of;

- Leader of the Council;
- Deputy Leader of the Council (Outward Focus);
- Interim Director of Place & Communities;
- Assistant Director, Place and Wellbeing;
- Place Team Leader.

At this meeting, Members of the Committee discussed the further information provided with regards to the status of the Car Parking Strategy 2016 – 21, the Public Open Space Strategy 2016 – 26 and the Ashfield District Council Play Strategy. It was recognised that the Ashfield District Council Play Strategy was a plan of action, rather than an adopted document, which aimed to provide continued improvements to play facilities over a four-year period using additional funding streams.

Additionally Members also discussed the report in more detail addressing;

- Section 106 received for public open space and grant funding secured since 2014/15;
- Selston Parish Council Play strategy;
- Wharf Road improvements.

The Committee were also advised that the improvements made under the emerging play strategy would be carried out on a schedule determined by location but any required maintenance to any play area would be carried out as required as the extra funding identified in the emerging play strategy was for new play areas.

Members of the committee also expressed concern regarding the parking at Brand Lane and discussed how any Section 106 monies would be spent to relieve parking and traffic issues in the Brand Lane vicinity created as a consequence of housing development in the area. Members agreed that it would be beneficial for Cabinet to look at the terms of the Section 106 agreement with regard to this.

Members concluded by noting the further information provided by officers and the Deputy Leader of the Council (Outward Focus) in relation to future funding, play area development and enhancement in the District but asked that future improvements to play areas be carried out on the basis of need rather than location.

Implications

Corporate Plan:

Implementation of the proposed projects will support the Council's priorities of Health and Wellbeing and Communities and Environment.

Legal:

The proposals detailed within the original Cabinet report and subsequent Call-In report form part of a four-year programme of investment for Parks and Open Spaces and are all subject to approval through the Council's Capital Gateway Process and by Cabinet and Council in November.

Finance:

As Detailed below

Budget Area	Implication
General Fund – Revenue Budget	No direct financial implications at this stage. These will be confirmed once the proposed capital schemes have been considered through the Capital Gateway Process. If all of the above schemes are subsequently supported this will require additional net funding of £117,375 which would need to be secured via Prudential Borrowing.
General Fund – Capital Programme	
Housing Revenue Account – Revenue Budget	
Housing Revenue Account – Capital Programme	
	There are no additional General Fund Revenue implications for the schemes in Sutton. Any additional Revenue implications for the schemes in the Rural area will be the responsibility of Selston Parish Council.

Risk:

Risk	Mitigation
None identified at this stage.	None identified at this stage.

Human Resources:

None

Equalities:

None

Other Implications:

None

Reason(s) for Urgency

None

Reason(s) for Exemption

None

Background Papers

[Scrutiny Report 7 November 2018](#)

[Overview and Scrutiny Call-In Meeting 17 October 2018](#)

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Agenda Item 8



Report To:	CABINET	Date:	26 NOVEMBER 2018
Heading:	BUDGET MONITORING (POSITION TO SEPTEMBER 2018) – GENERAL FUND, HOUSING REVENUE ACCOUNT (HRA) AND CAPITAL PROGRAMME		
Portfolio Holder:	COUNCILLOR ROBERT SEARS-PICCAVEY – CABINET MEMBER (INWARD)		
Ward/s:	ALL		
Key Decision:	YES		
Subject to Call-In:	YES		

Purpose of Report

This report sets out the detail of income and expenditure forecasts for 2018/19 compared to the latest approved budgets for the General Fund, Housing Revenue Account (HRA) and the Capital Programme. This forecast outturn position is based on activity to the end of September 2018.

Recommendation(s)

Cabinet is requested:

- (i) To note the forecast variances against revised budgets for the General Fund (underspend of £66k), HRA (underspend of £3.126m) and Capital Programme (slippage of £9.059m).
- (ii) To approve a one-off virement of £20k and for this £20k to be used to contribute, along with a number of the districts towards legal and financial assessment costs associated with the LGR/Unitary work.
- (iii) To note the planned use of circa £29k of the forecast underspend to fund a second Ashfield Big Spring Clean early in 2019 (subject to the Big Spring Clean report elsewhere on this agenda).
- (iv) To consider and recommend to Council approval of the new capital schemes included in this report.

Reasons for Recommendation(s)

To report to those charged with Governance the financial position to September 2018 and comply with the Council's Financial Regulations.

Alternative Options Considered

There have been no alternative options identified.

Detailed Information

a. General Fund

The summary below shows the revised budget against the forecast outturn position for the General Fund by Directorate; excluding capital financing costs and internal recharges. The current General Fund forecast is an underspend of £66k, an increase in the level of forecast underspend of £46k since the July financial monitoring report considered by Cabinet on 10th September 2018. Details of any significant variances are shown below the summary table.

Directorate	Revised Budget £'000	Forecast Outturn £'000	Current Forecast Variance £'000	Previous Forecast Variance £'000	Change £'000
Chief Executive Officer	531	521	(10)	0	(10)
Legal and Governance	1,622	1,600	(22)	(17)	(5)
Resources and Business Transformation	2,086	2,086	0	16	(16)
Place and Communities	10,538	10,494	(44)	(19)	(25)
Housing and Assets	2,528	2,538	10	0	10
Total	17,305	17,239	(66)	(20)	(46)

Chief Executive Officer (£10k forecast underspend)

- Former Employees Superannuation funding – £10k forecast underspend for previous employees added years payments to the Pension Fund.

Legal and Governance (£22k forecast underspend)

- Democratic Services – £14k forecast underspend for vacant posts £8k savings from the reduced Cabinet structure.

Resources and Business Transformation (Forecast balanced Outturn)

- Commercial Property – £17k reduction in income from Industrial Estates and Council owned shops due to voids during quarter 1.
- Corporate Performance – £9k forecast underspend for staff vacancies.
- Finance – £8k forecast underspend for staff vacancies.

Place and Communities (£44k forecast underspend)

- Directorate wide – a forecast underspend of £127k in relation to vacant posts across the Place and Communities Directorate.
- Complex Case Teams – £40k additional one off grant income from Nottinghamshire Fire and Rescue.
- Environmental Services – £32k additional costs for the Big Spring Clean initiative.
- Allotments - £13k forecast overspend due to an increase in water charges and a small decrease in allotment fee income.
- Cemeteries - £17k forecast overspend due to the use of agency staff and overtime, partially offset by a small saving in software charges.
- Pest Control – forecast underspend to budget of £13k due to additional domestic income generation.
- Waste Services – Garden waste is currently forecasting an income pressure of £30k compared to budget and Trade Waste a forecast income pressure of £16k.
- Markets – Forecast £41k reduction in income from Sutton Indoor Market due to lower than anticipated occupancy and incentive based charging. Recent sign ups have taken occupancy to 70%
- Land Charges – £13k additional one off New Burdens Grant income for property searches.

Housing and Assets (£10k overspend)

- Asset management – £10k forecast under-recovery of income from car parks compared to budget.

Proposed Budget Virement

In accordance with Financial Regulation B.9 (iv) Cabinet is asked to approve a one-off virement of £20k from the forecast underspend on Legal and Governance services to contribute to the Districts' fund for the purpose of meeting legal and financial assessment costs associated with the LGR/Unitary work.

Second Ashfield Big Spring Clean

Cabinet is asked to note that circa £29k of the current forecast underspend is proposed for use to undertake a second Ashfield Big Spring Clean early in 2019 (subject to the Big Ashfield Spring Clean report elsewhere on the agenda).

Revised General Fund forecast Outturn 2018/19

Subject to approval of the above proposed budget virement and factoring in the cost of the second Ashfield Big Spring Clean during 2018/19 **the revised General Fund forecast underspend will reduce from £66k to £17k.**

b. Housing Revenue Account (HRA)

The table below sets out the details of the 2018/19 forecast outturn position based on actual income and expenditure to September 2018.

Description	Revised Budget £'000	Forecast Outturn £'000	Forecast Variance £'000
Income			
Rents, Charges and Contributions	(23,980)	(23,980)	0
Other Grants	0	0	0
Interest and Investment Income	(68)	(68)	0
Total Income	(24,048)	(24,048)	0
Expenditure			
Borrowing and Capital Financing Charges	3,505	3,505	0
Repairs and Maintenance	7,383	7,300	(83)
Supervision and Management	4,591	4,577	(14)
Interest Payable and Appropriations	3,284	3,284	0
Other Expenditure	235	220	(15)
Direct Revenue Financing	1,628	1,268	(360)
Transfer to/from Major Repairs Reserve	5,106	2,452	(2,654)
Total Expenditure	25,732	22,606	(3,126)
(Surplus)/Deficit for the year	1,684	(1,442)	(3,126)

Repairs and Maintenance

The Housing Estates team is being reviewed as part of the Housing Repairs Service Review so vacant posts are not being advertised until the review is completed. A £30k saving expected in delivering the service this financial year. There is also a further £53k forecast saving through various vacant posts across the Housing Repairs section.

Supervision & Management

Forecasting an underspend of £14k due to vacancies.

Other Expenditure

Forecasting lower than expected charges for council tax payments made for empty council houses (£15k).

Direct Revenue Financing

A transport review is currently taking place throughout the Council. All vehicle replacements put on hold until the next financial year (£360k).

Transfer to/from Major Repairs Reserve

Use of the Major Repairs Reserves is lower than forecast as a result of reduced planned capital expenditure in 2018/19. It should be noted that at this stage this will be a re-profiling of budgets and deferment of works. The next financial monitoring report to Cabinet early in the new calendar year will include proposed capital scheme budget re-profiles.

c. Capital Programme

The Capital Programme is currently forecasting a £9.059m underspend compared with the 2018/19 budget, largely due to delays (slippage). The next financial monitoring report to Cabinet early in 2019 will include requests to re-profile capital scheme budgets where appropriate.

Current key forecast variances are shown in the table below and the reasons for the variations are:

General Fund

Kirkby Leisure Centre – it is now expected that only the land purchase will be incurred in the current financial year.

Kings Mill Reservoir – awaiting a funding decision from Heritage Lottery Fund which is expected in November 2018.

Purchase of Vehicles – on hold pending the outcome of the Transport review.

Disabled Facility Grants – forecast to cost more than the current budget due to a purge to clear outstanding claims. This is fully funded by grant.

Leisure Transformation Programme – this £340k represents the Section 106 monies which will not now be required in the current financial year.

Hucknall Car Park – Titchfield Street – this work will now commence in 2019/20.

Other General Fund Schemes (below £100k) – there is currently a forecast underspend of £236k. Within this is a £52k underspend in respect of Clegg Hill Drive which will not be required.

HRA

Catch Up and Major Repairs – this forecast underspend is due to access issues preventing completion of decent home works.

Other HRA Decent Homes schemes – these have been deferred to 2019/20.

HRA Vehicles - on hold pending the outcome of the Transport review.

Area Schemes

Brierley Forest Park Management Plan - scheme now expected to be completed in 2018/19 rather than 2019/20.

Annesley Art Project - Works bought forward from 2019/20.

Lindleys Lane Play/Youth Area – scheme deferred until 2019/20.

Scheme Description	Latest Approved Budget £'000	Forecast Outturn £'000	Forecast Variance £'000
General Fund			
Investment Properties	10,019	10,019	0
Kirkby Leisure Centre	6,000	1,600	-4,400
Kings Mill Reservoir (The King and Miller to Kingfisher)	1,346	321	-1,025
Purchase of Vehicles	996	680	-316
Improvement Grants 1996 Act Disabled Facility Grant	907	1,233	326
Leisure Transformation Programme	340	40	-300
Solar PV Installations Leisure Centres	236	236	0
Hucknall Car Park - Titchfield Street	115	0	-115
Other General Fund Schemes less than £100k	334	98	-236
Total General Fund	20,293	14,227	-6,066
Housing Revenue Account			
Decent Homes Schemes			
Management Fee	545	545	0
Catch up and Major Repairs	6,293	4,320	-1,973
Service Improvements	503	121	-382
Contingent Major Repairs	249	48	-201
Exceptional Extensive Works	1,200	1,102	-98
Disabled Adaptations	545	545	0
Sub Total	9,335	6,681	-2,654
Other Housing Revenue Account Schemes			
Investment in New or Existing Dwellings	1,000	1,000	0
Investment in Additional Council Dwellings in Hucknall	480	485	5
Housing Vehicles	388	24	-364
Major Repairs Temporary Accommodation	153	153	0
Other Housing Revenue Account Schemes less than £100k	51	51	0
Sub Total	2,072	1,713	-359
Total Housing Revenue Account	11,407	8,394	-3,013
Area Schemes			
Papplewick Green Public Art Work	150	150	0
Brierley Forest Park Management Plan	66	102	36
Annesley Art Project	100	120	20
Lindleys Lane Play/Youth Area	101	0	-101
Other Area Schemes less than £100k	630	695	65
Total Area Schemes	1,047	1,067	20
Grand Total	32,747	23,688	-9,059

Cabinet is asked to consider and recommend to Council approval of the following new Capital Schemes which have been considered via the Council's Capital Gateway process:

1. A) Creation of a capital IT budget for the purchase of kit to facilitate the agile working agenda as part of the Transformation Plan. £40k per annum to be funded via prudential borrowing from 2018/19.

B) Creation of a HRA capital IT budget for the purchase of kit to facilitate the agile working agenda as part of the Transformation Plan. This £40k per annum to be funded via the HRA Technology Investment Reserve.
2. Creation of a Members' IT budget of £35k every 4 years to be funded via prudential borrowing from 2019/20.
3. Piggins Croft car park - Works to replace the surface and re-mark Piggins Croft car park (approx. 350 spaces). The site has not been resurfaced for at least 20 years and been deteriorating over many years (resulting in previous applications being made for capital funding to carry out such works, which have been declined to date). Isolated patching has been carried out which is only a short term solution as it does not prevent water/frost from permeating adjacent surfaces and undermining such repairs, therefore not preventing further deterioration. There is an increasing risk of claims for slips, trips, damage to vehicles and general complaints due to the uneven surface. Enforcement of parking is adversely affected by the deterioration of the white lines, disabled space markings etc. The cost of this scheme is £154k and is proposed to be funded via prudential borrowing.
4. Hucknall Leisure Centre - To carry out potentially urgent works (subject to independent confirmation) to Hucknall Leisure Centre:
 - Replacement Fire alarm (or upgrade) to comply with Fire Officer's recommendations. This has only been raised as an issue in recent months by SLM's fire alarm testing company and separately by the Fire Officer. ADC's H&S officers to review the findings of the Fire Officer's report, and further to this, to review the existing Fire Risk assessment. The procurement of an independent consultant is recommended to provide a view as to the condition of the existing system, along with any recommended additions to the system to bring it up to current standards (if required).
 - Investigation and repair of leak to Hucknall Leisure centre pool. Significant water is being required to top up the pool, pointing towards a significant leak, which upon initial investigations has not been located. Further in depth investigation is being carried w/c 10/09/18 to establish the source of the leak.

The estimated cost of this work is £140k. Fire alarm – replacement cost (if required) estimated to be in the region of £100k + £10k fees. The leak to pool; cost unknown but suggested £30k may be required should the leak be substantial and require specialist treatment.

5. Installation of outdoor gym equipment on Friezeland Recreation Ground, Underwood. This project will cost £14k and is proposed to be funded using £10,846 from Selston Parish Council and £3,154 Section 106 funding available in the Rurals.
6. Jacksdale car park - To rationalise and expand the current parking provision. Three options have been considered with different outcomes for expanding the current 37 parking bays and

2 disabled bays capacity, with option 3 chosen which will provide 55 parking bays and 2 disabled bays. The cost of this scheme is proposed to be funded via prudential borrowing.

7. Friezeland Scooter Park and Jackdale MUGA: Installation of tarmac scooter park on Friezeland Recreation Ground, Underwood and a Multi - Use Games Area on Main Road Recreation Ground, Jacksdale. An access path will be provided to the MUGA and the existing path will be resurfaced (if funding allows). The MUGA will be a steel fence system with a tarmaced surface. The cost of this scheme is £117.6k and is proposed to be funded via; Selston Parish Council (£19,100), Section 106 funding (£6,846) and prudential borrowing (£91,654). Any ongoing revenue maintenance costs will be borne by the Parish Council.
8. Wharf Road & Brand Lane: Wharf Road - replacement of retaining wall, removal of tree, resurfacing of area of Highway adjacent to the site, replacement street furniture. General improvements to this gateway site. Estimated cost: £44,000. Brand Lane - Provision of parking bays on the open space to the rear of properties 101-140 Brand Lane, Stanton Hill. Due to issues with the width of Brand Lane and cars being able to pass, it is proposed to provide additional parking to the rear of the properties through installation of a grass reinforcement mesh. Estimated cost: £6,000. The £50,000 cost of this scheme is proposed to be funded via the revenue Asset Repair and Renewal reserve.
9. District Play Areas: It is proposed that the play areas across the three towns in the District also receive investment to provide much needed upgraded facilities for children and young people to enjoy their leisure time and promote the health and wellbeing agenda. The cost of this is £120k per year for the next 3 years and is proposed to be funded via prudential borrowing.
10. Titchfield Park – naturalisation of section of the brook. Following the success of a wetland project completed earlier in the year at Titchfield Park, Hucknall, the Council has been approached by Nottinghamshire County Council to deliver a second phase at the site. The proposed project will be to the same specification as phase 1 and involves naturalising a section of the brook which runs through the park to deliver flood risk and ecological improvements to the catchment. The scheme will be fully funded by Nottinghamshire County Council.
11. Ashfield Estate Footpaths, Sutton – This scheme will provide surfaced footpaths along three routes on the Ashfields estate which are well used by local residents, in particular providing a safe, off road route to the primary school. The routes are from Redbarn Way to Hedgerow Close, Alfreton Rd to the recreation ground and Alfreton Road to Blackthorn Way. All footpaths will be 1.2m wide and constructed with compacted stone finish. A section of tarmac footpath will be provided to link the footpath off Redbarn Way. This project will be funded utilising £38k of unallocated Section 106 funding and a £3k contribution from County Councillor budgets. This scheme will also incur design and administration fees of up to 12% (maximum £5k) which will be charged to the general fund.
12. Markets Infrastructure – Additional investment is required to support the continued improvement of the market offer. This will increase income and sustainability of the markets in the longer term. These costs will be funded through additional income generation and a review is currently underway of markets and it is anticipated that some cost savings will be realised through implementation of the review.

Idlewells Indoor market - £4,500 for refrigeration units. The units will be leased to the stall holder at a payback rate of £139 per month. A leasing option has been investigated but these

are specialist items and a leasing arrangement for two single units was not available. A fishmonger is ready to sign up to a lease for a stall in the indoor market, but requires refrigeration. The businesses currently in the indoor market which require refrigeration are on similar lease agreements.

Outdoor Markets - £2,000 for canopies for a number of demountable stalls which are to be brought into use at Sutton Outdoor Market (the stalls are surplus to requirements in Hucknall). This will facilitate a reduction in labour as the stalls will be left in situ over the days the market is being operated rather than being put up and taken down each day. The saving will be quantified as part of the review of markets which is due to be implemented from 1st April 2019.

The total estimated borrowing and interest costs over the next 3 years for the proposed schemes are included in the table below:

Ref:	Scheme	Cost	Funding	Borrowing & Interest Costs		
				2018/19 £'000	2019/20 £'000	2020/21 £'000
1A	Officers' IT for Agile Working (General Fund)	£40k per annum	Prudential Borrowing	1	12	23
1B	Officers' IT for Agile Working (HRA)	£40k per annum	HRA Technology Investment Reserve.	Nil	Nil	Nil
2	Members' IT	£35k every 4 years	Prudential Borrowing	1	10	20
3	Piggins Croft Car park	£154k	Prudential Borrowing	0	5	12
4	Hucknall Leisure Centre	£140k	Prudential Borrowing	4	11	11
5	Friezeland Gym Equipment	£14k	£10.8k Selston Parish Council & £3.2k Section 106 funding	Nil	Nil	Nil
6	Jacksdale Car Park	£25.7k	Prudential Borrowing	1	2	2
7	Friezeland Scooter Park & Jacksdale MUGA	£117.6k	£19.1k Selston Parish Council, £6.8k Section 106 funding and £91.7k Prudential Borrowing	2	3	7
8	Wharf Road & Brand Lane	£50k	Asset Reserve funding (revenue)	Nil	Nil	Nil
9	Play Areas	£120k per annum for next 3 years.	Prudential Borrowing	0	3	19
10	Titchfield Park	£40k	Notts. County Council funding	Nil	Nil	Nil
11	Ashfield Estate Footpaths	£41k	£38k Section 106 funding and £3k	Nil	Nil	Nil

			County Councillor budget contributions.			
12	Markets Infrastructure	£6.5k	Self financing	Nil	Nil	Nil
Estimated Total additional borrowing & interest costs				9	46	94

Implications

Corporate Plan: The revenue and capital funding included within this report supports delivery of the priorities in the Corporate Plan.

Legal: This report ensures compliance with the Council's approved Financial Regulations.

Finance:

Budget Area	Implication
General Fund – Revenue Budget	Details included in the body of the report
General Fund – Capital Programme	
Housing Revenue Account – Revenue Budget	
Housing Revenue Account – Capital Programme	

Risk:

Risk	Mitigation
Failure to spend within approved budgets could impact the financial sustainability of the Council.	Financial monitoring reports to CLT and Cabinet.

Human Resources: No implications

Equalities: No implications

Other Implications: None

Reason(s) for Urgency

Not applicable

Reason(s) for Exemption

Not applicable

Background Papers

2017/18 Outturn Report to Council – 26th July 2018

2018/19 Budget Setting Report to Extraordinary Council – 5th March 2018

July Budget Monitoring Report to Cabinet – 10th September 2018

Play Strategy for the Rural Area / Green Space Projects – Cabinet 1st October 2018

Report Author and Contact Officer

Pete Hudson

CORPORATE FINANCE MANAGER

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Report To:	CABINET	Date:	26 NOVEMBER 2018
Heading:	FEES AND CHARGES 2019/20		
Portfolio Holder:	COUNCILLOR ROBERT SEARS-PICCAVEY, CABINET MEMBER (INWARD)		
Ward/s:	ALL		
Key Decision:	YES		
Subject to Call-In:	YES		

Purpose of Report

The Authority has assessed the level of fees and charges for the services it delivers in order to ascertain the scope for further income generation and to help mitigate inflationary costs associated with service provision.

The fees and charges discussed in this report are contained within the Authority's Fees and Charges booklet. A comparison between current and proposed charges is attached to this report (Appendix 1).

Recommendation(s)

Agree the revised Fees & Charges proposals for 2019/20, with all applicable increases taking effect as soon as practically possible after 1st April 2019.

Note that where reviews are ongoing and the proposed 2019/20 fees and charges are not yet available that these will be included in the Council's 2019/20 Budget Setting Report.

Reasons for Recommendation(s)

Additional income generated will contribute towards the Council's saving targets and continue to support the financing of a range of services. In addition, an annual review of fees and charges is part of sound financial management practise and a requirement of the Council's Financial Regulations.

Alternative Options Considered

To not review fees and charges. This would necessitate the identification of further savings to assist in closing the funding gap. It would also lead to subsidisation of some services where full cost recovery is a requirement.

Detailed Information

INTRODUCTION

In accordance with sound financial practice, it is already a requirement to undertake an annual review of fees and charges. This exercise is carried out as part of the budget process each year.

APPROACH

Managers were asked to consider and propose revised fees and charges for 2019/20 taking into account the following factors.

- i) Market conditions;
- ii) Increases in costs incurred by the Council in delivering the service;
- iii) Charges levied by the private sector where applicable;
- iv) Restrictions due to any contractual arrangement.

Some fees and charges are set by the Government. As the Council is unable to amend these charges they are excluded from the review.

PROPOSALS BY DIRECTORATE

Proposed fee revisions are shown in the remainder of the report by Directorate. These are summarised in the Appendix to this report.

PLACES AND COMMUNITIES DIRECTORATE

Planning

Planning fees are set by legislation so cannot be varied as part of this review. There are no known changes at this time. Any changes will be included in the 2019/20 Budget Setting report.

Building Control

The Building Control Statutory Fees have been recalculated to take account of hourly rates and service delivery plans for standard scheme types. This has resulted in some small adjustment to the fees. The charges have also been benchmarked against the published Scheme of Charges for adjacent local authorities.

Where a project does not fall within one of the standard categories the charges are individually assessed using a risk based approach.

Land Charges

These charges are discretionary but have to remain competitive with the market as a similar (but generally satisfactory for most needs) service can be obtained from personal search companies.

It is proposed to increase charges for 2019/20. In 2018/19, the Council absorbed price rises from Nottinghamshire County Council and Severn Trent Water, however, for 2019/20, these increases have been incorporated into the revised charges.

Commercial Rents

There are individual agreements for all commercial premises and these agreements dictate when a rent review is due. The rent proposed for each unit is dependent upon the current market values for

comparable premises in similar areas and there is only scope for an increase if at the point of rent review or lease renewal, market values are higher than those currently being paid.

Street naming and Numbering

These charges are reviewed every three years, and were updated in 2018/19. There are no plans to raise charges for 2019/20.

Markets

Price resistance continues to be a significant issue for Markets, with occupancy levels fluctuating and traders seeking towns offering the greatest footfall.

It is proposed to increase charges, but the level of increase takes into account the need to attract footfall and competition from nearby towns. The planned rises will still mean that Ashfield charges are the second lowest rates amongst its neighbours.

Licences, Registrations, Permits and Consents

A large proportion of the licences, registrations and permits issued are statutory so pricing structures are prescribed. For licences, registrations and permits that are discretionary, fees are set to cover the costs of providing the service. Such licence fees are monitored with the aim of achieving full cost recovery. The service currently covers its costs, and there are no plans to increase charges for 2019/20.

Pest Control Fees and Charges

A full review of Pest Control has set new charges that cover the cost of service delivery based on time taken per job and demand. Domestic prices are included in the fees & charges booklet, however, Commercial fees are excluded on the grounds that they are commercially sensitive.

Dog Control Fees

Part of the Dog Control fee is statutory, and the rest of the charge is set by the Council. No rise is planned for 2019/20.

Penalty Notices

These are fees associated with the Clean Neighbourhoods and Environment Act 2005. Fees are mostly set by the Government although the Council does have some discretion in respect of early fee payment. The fee is in line with that charged by neighbouring authorities so there are no proposals to change the early payment fee at this point.

Cemeteries

Ashfield prices were significantly lower than most Councils so the Authority has been working on bringing its fees into line with others and this is reflected in the proposed fee increases. No increases have been applied to children's burials.

Leisure Centres

The fees for the Leisure Centres are set by the contractor, Sports and Leisure Management Ltd (SLM), as long as they remain within the parameters of the overall contract and the Council is consulted on proposals.

SLM are free to set prices within the parameters of the prevailing Consumer Price Inflation (CPI) % rate (September of the previous year for all CPI %), however, if they wish to exceed CPI, the Authority's consent is required. Prices are available at the centres and on the Leisure Centre websites.

MOT tests

The price is currently £40 for a class 4 test, £45 for a class 7 test and £10 for a retest. These prices are comparable with local competition and it is therefore not proposed to increase them.

Trade Waste

Under the Environmental Protection Act, the Council is obliged to provide a commercial waste collection service if requested by local businesses, and can make a 'reasonable' charge for the service. The Council aims to provide a quality and reliable service, which is efficient and highly valued by our commercial customers. As Trade Waste charges are commercially sensitive these are excluded from the report.

Special Collections (Bulky /domestic items)

The increases proposed for 2019/20 include a 50p increase per item to reflect the significant increase in disposal costs levied by the County Council.

Garden Waste

Garden Waste charges were reintroduced in 2018/19, after the end of the two year free of charge scheme. It is recommended that fees are set at £28 per annum for 2019/20, with a charge of £14 per additional bin.

Parks and Outdoor Recreation charges

Increases in sports facility charges have remained low for a significant amount of time, however, having looked at the costs of maintenance of sports pitches and having assessed the number of users, an appropriate pricing requirement has been proposed. Youth and children's sports charges have been kept low in order to support delivery of the health and wellbeing agenda.

HOUSING AND ASSETS DIRECTORATE

Car Parking Fees

Car Parking fees are currently the subject of a review. Any proposed change will be included in the 2019/20 Budget Setting report.

Community Centres

The facilities provided by Community Centres are well received by the community groups that utilise them but occupancy rates vary from centre to centre and are low in some cases, affecting income levels. There are no increases proposed for 2019/20 to encourage their use by the local community.

Private Sector Call Monitoring Service

This is a non-statutory service, first established by Ashfield Homes Limited, run on a commercial basis. Prices were increased in 2018/19. There are no proposals to increase charges for 2019/20. The service helps to protect vulnerable adults in the District.

LEGAL LAND GOVERNANCE DIRECTORATE

Fees for S106 agreements are currently under review. Any changes will be included in the 2019/20 Budget Setting report.

Implications

Corporate Plan:

Fees and charges are an essential contributor to assist in meeting the costs and sustainability of delivering some services to residents and local businesses.

Legal:

All fees need to be set within the constraints of any relevant legislation.

Finance:

Budget Area	Implication
General Fund – Revenue Budget	The impact of the revised fees and charges will be reflected in the update to the Medium Term Financial Strategy and the Budgets set for 2019/20.
General Fund – Capital Programme	Not applicable
Housing Revenue Account – Revenue Budget	Not applicable
Housing Revenue Account – Capital Programme	Not applicable

Risk:

Risk	Mitigation
Where fees and charges have increased there is a possibility of an adverse impact on demand.	Any proposed increase in fees and charges is deemed reasonable and the potential impact on demand has been considered when determining the revised fees. Performance against 2019/20 budgeted fees and charges income targets will be monitored throughout the year with any variations to budget being reported to CLT and Cabinet.

Human Resources:

None.

Equalities:

No direct Equality implications arising from the report.

Other Implications:

None.

Reason(s) for Urgency

Not applicable

Reason(s) for Exemption

Not applicable

Background Papers

None

Report Author and Contact Officer

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Current Fees and Charges 2018/19

Proposed Fees and Charges 2019/20

Legal & Governance

NO CHANGES FOR 2019/20

Electoral Registration	Net (£)	VAT (£)	Total (£)	VAT Rate
Sale of Full Register - Data (£20 plus £1.50/1000 electors)	161.00	0.00	161.00	NB
Sale of Full Register - Printed (£10 plus £5.00/1000 electors)	480.00	0.00	480.00	NB
Sale of Edited Register - Data	87.50	0.00	87.50	NB
Sale of Edited Register - Printed	235.00	0.00	235.00	NB
Monthly update of Full Register for a year - Data	193.50	0.00	193.50	NB
Monthly update of Full Register for a year - Printed	135.00	0.00	135.00	NB
Sale of Overseas Register - Data (£20 plus £1.50/100 electors)	23.00	0.00	23.00	NB
Sale of Overseas Register - Printed (£10 plus £5.00/100 electors)	20.00	0.00	20.00	NB
Marked copies of the Polling station/Absent voter Register - Initial Charge	10.00	0.00	10.00	NB
Marked copies - Additional charge / 1000 electors - Data	1.00	0.00	1.00	NB
Marked copies - Additional charge / 1000 electors - Printed	2.00	0.00	2.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
161.00	0.00	161.00	NB
480.00	0.00	480.00	NB
87.50	0.00	87.50	NB
235.00	0.00	235.00	NB
193.50	0.00	193.50	NB
135.00	0.00	135.00	NB
23.00	0.00	23.00	NB
20.00	0.00	20.00	NB
10.00	0.00	10.00	NB
1.00	0.00	1.00	NB
2.00	0.00	2.00	NB

SUBJECT TO REVIEW

Legal	Net (£)	VAT (£)	Total (£)	VAT Rate
Section 106 Agreements	750.00 - 1,000.00	0.00	750.00 - 1,000.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
			NB

Court Costs	Net (£)	VAT (£)	Total (£)	VAT Rate
Summons & Liability Order	80.00	0.00	80.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
80.00	0.00	80.00	NB

Current Fees and Charges 2018/19

Proposed Fees and Charges 2019/20

Housing & Assets

Car Parking

SUBJECT TO REVIEW

Motorcycles and disabled persons' vehicles may park within appropriately marked bays free of charge. Taxis may wait for fares in the taxi ranks free of charge.

Parking Permits (season tickets)	Net (£)	VAT (£)	Total (£)	VAT Rate
Parking permits- per quarter	58.34	11.66	70.00	SR
Parking permits- per annum	233.33	46.67	280.00	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
			SR
			SR

Short Stay Car Parks

Hucknall - Market Place Sutton-in-Ashfield, Ellis Street	Kirkby-	Net (£)	VAT (£)	Total (£)	VAT Rate
8am to 6pm Monday to Saturday inclusive, excluding Bank Holidays but including Good Friday. No continuous parking to exceed 2 hours. Return prohibited within 4 hours.					
Up to 1 hour		0.00	0.00	0.00	SR
Up to 2 hours		0.50	0.10	0.60	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
			SR
			SR

Medium Stay Car Parks

Hucknall - Piggins Croft Sutton-in-Ashfield - Sutton Market (North and South)	Net (£)	VAT (£)	Total (£)	VAT Rate
8am to 6pm Monday to Saturday inclusive, excluding Bank Holidays but including Good Friday. No continuous parking to exceed 4 hours. Return prohibited within 2 hours.				
Up to 1 hour	0.00	0.00	0.00	SR
Up to 2 hours	0.50	0.10	0.60	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
			SR
			SR

Current Fees and Charges 2018/19

Up to 4 hours	1.25	0.25	1.50	SR
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Long Stay Car Parks

Hucknall - Yorke Street, Kirkby-in-Ashfield - Hodgkinson Road, Festival Hall and Sutton-in-Ashfield - Stoney Street and New Street

8am to 6pm Monday to Saturday inclusive, excluding Bank Holidays but including Good Friday. No continuous parking to exceed 12 hours.

	Net (£)	VAT (£)	Total (£)	VAT Rate
Up to 1 hour	0.00	0.00	0.00	SR
Up to 2 hours	0.50	0.10	0.60	SR
Up to 4 hours	1.25	0.25	1.50	SR
Over 4 hours	1.67	0.33	2.00	SR

Penalty Charge Notices	Net (£)	VAT (£)	Total (£)	VAT Rate
Car Park Contravention - HIGHER	70.00	0.00	70.00	Z
If paid within 14 Days	35.00	0.00	35.00	Z
Car Park Contravention - LOWER	50.00	0.00	50.00	Z
If paid within 14 Days	25.00	0.00	25.00	Z

NO CHANGES FOR 2019/20

Community Centres

	Net (£)	VAT (£)	Total (£)	VAT Rate
Music Supplement for any group that play live or recorded music. Price per session	5.00	1.00	6.00	SR

Healdswood, Harwood Court, The Homesteads Main Room, Watnall Road Ballroom, Willetts Court Main Room

Monday - Friday up to 6pm	Net (£)	VAT (£)	Total (£)	VAT Rate
Community Rate per Hour	7.50	0.00	7.50	E

Proposed Fees and Charges 2019/20

			SR
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Net (£)	VAT (£)	Total (£)	VAT Rate
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			SR

Net (£)	VAT (£)	Total (£)	VAT Rate
70.00	0.00	70.00	Z
35.00	0.00	35.00	Z
50.00	0.00	50.00	Z
25.00	0.00	25.00	Z

Net (£)	VAT (£)	Total (£)	VAT Rate
5.00	1.00	6.00	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
7.50	0.00	7.50	E

Current Fees and Charges 2018/19

Social Rate per Hour	13.00	0.00	13.00	E
Commercial Rate per Hour	17.50	0.00	17.50	E

Monday - Friday after 6pm	Net (£)	VAT (£)	Total (£)	VAT Rate
Community Rate per Hour	7.50	0.00	7.50	E
Social Rate per Hour	14.50	0.00	14.50	E
Commercial Rate per Hour	18.50	0.00	18.50	E

Saturday, Sunday, Bank Holidays & A.D.C Concessionary Holidays up to 6pm	Net (£)	VAT (£)	Total (£)	VAT Rate
Community Rate per Hour	7.50	0.00	7.50	E
Social Rate per Hour	17.50	0.00	17.50	E
Commercial Rate per Hour	30.00	0.00	30.00	E

Saturday, Sunday, Bank Holidays & A.D.C Concessionary Holidays after 6pm	Net (£)	VAT (£)	Total (£)	VAT Rate
Community Rate per Hour	7.50	0.00	7.50	E
Social Rate per Hour	22.00	0.00	22.00	E
Commercial Rate per Hour	35.00	0.00	35.00	E

The Beeches, Brierley House, Healdswood Small Room, The Homesteads Small Room, Mill House, The Poplars, Watnall Road Games room, Willetts Court Small Room

Monday - Friday up to 6pm	Net (£)	VAT (£)	Total (£)	VAT Rate
Community Rate per Hour	5.00	0.00	5.00	E
Social Rate per Hour	8.50	0.00	8.50	E
Commercial Rate per Hour	11.50	0.00	11.50	E

Monday - Friday after 6pm	Net (£)	VAT (£)	Total (£)	VAT Rate
Community Rate per Hour	5.00	0.00	5.00	E

Proposed Fees and Charges 2019/20

13.00	0.00	13.00	E
17.50	0.00	17.50	E

Net (£)	VAT (£)	Total (£)	VAT Rate
7.50	0.00	7.50	E
14.50	0.00	14.50	E
18.50	0.00	18.50	E

Net (£)	VAT (£)	Total (£)	VAT Rate
7.50	0.00	7.50	E
17.50	0.00	17.50	E
30.00	0.00	30.00	E

Net (£)	VAT (£)	Total (£)	VAT Rate
7.50	0.00	7.50	E
22.00	0.00	22.00	E
35.00	0.00	35.00	E

Net (£)	VAT (£)	Total (£)	VAT Rate
5.00	0.00	5.00	E
8.50	0.00	8.50	E
11.50	0.00	11.50	E

Net (£)	VAT (£)	Total (£)	VAT Rate
5.00	0.00	5.00	E

Current Fees and Charges 2018/19

Social Rate per Hour	10.00	0.00	10.00	E
Commercial Rate per Hour	12.50	0.00	12.50	E

Saturday, Sunday, Bank Holidays & A.D.C Concessionary Holidays up to 6pm	Net (£)	VAT (£)	Total (£)	VAT Rate
Community Rate per Hour	5.00	0.00	5.00	E
Social Rate per Hour	15.00	0.00	15.00	E
Commercial Rate per Hour	22.00	0.00	22.00	E

Saturday, Sunday, Bank Holidays & A.D.C Concessionary Holidays after 6pm	Net (£)	VAT (£)	Total (£)	VAT Rate
Community Rate per Hour	5.00	0.00	5.00	E
Social Rate per Hour	17.50	0.00	17.50	E
Commercial Rate per Hour	30.00	0.00	30.00	E

Private Sector Call Monitoring Service

NO CHANGES FOR 2019/20

Call Monitoring	Net (£)	VAT (£)	Total (£)	VAT Rate
Call Monitoring Charge	3.85	0.77	4.62	SR
Telecare Monitoring Charge	2.00	0.40	2.40	SR
Installation Charge	9.99	2.00	11.99	SR

Private Sector Licensing

NO CHANGES FOR 2019/20

	Net (£)	VAT (£)	Total (£)	VAT Rate
Selective Licensing	350.00		350.00	
Houses of Multiple Occupation (HMO)				
Initial Basic licence fee (covering premises of up to 6 persons maximum permitted occupancy)	700.00		700.00	

Proposed Fees and Charges 2019/20

10.00	0.00	10.00	E
12.50	0.00	12.50	E

Net (£)	VAT (£)	Total (£)	VAT Rate
5.00	0.00	5.00	E
15.00	0.00	15.00	E
22.00	0.00	22.00	E

Net (£)	VAT (£)	Total (£)	VAT Rate
5.00	0.00	5.00	E
17.50	0.00	17.50	E
30.00	0.00	30.00	E

Net (£)	VAT (£)	Total (£)	VAT Rate
3.85	0.77	4.62	SR
2.00	0.40	2.40	SR
9.99	2.00	11.99	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
350.00		350.00	
700.00		700.00	

Current Fees and Charges 2018/19

For each additional person (maximum permitted occupancy)	50.00		50.00	
Basic License Renewal (up to 6 persons)	450.00		450.00	
Renewal charge for each additional person	50.00		50.00	
Variation to a licence (simple)	100.00		100.00	
Replacement licence	100.00		100.00	
Issue of first Temporary Exemption Notice	250.00		250.00	
Issue of second Temporary Exemption Notice	100.00		100.00	

Proposed Fees and Charges 2019/20

50.00		50.00	
450.00		450.00	
50.00		50.00	
100.00		100.00	
100.00		100.00	
250.00		250.00	
100.00		100.00	

Resources & Business Transformation

Street Naming and Numbering

NO CHANGES FOR 2019/20

New Addresses	Net (£)	VAT (£)	Total (£)	VAT Rate
Assign Number/naming of new properties		Free		
Notification number/name of new address (first 5 plots) per plot	35.00	0.00	35.00	NB
Notification number/name of new address (additional plots) per plot	15.00	0.00	15.00	NB
Additional charge for the naming of a street	115.00	0.00	115.00	NB
Additional charge for the naming of a building (block of flats)	115.00	0.00	115.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
	Free		
35.00	0.00	35.00	NB
15.00	0.00	15.00	NB
115.00	0.00	115.00	NB
115.00	0.00	115.00	NB

Existing Addresses	Net (£)	VAT (£)	Total (£)	VAT Rate
Individual House Name including notification - per plot	65.00	0.00	65.00	NB
Re-name or Re-number including notification - per plot	65.00	0.00	65.00	NB
Rename of Street requested by residents including notification	200.00	0.00	200.00	NB
Additional charge per property for rename of street	65.00	0.00	65.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
65.00	0.00	65.00	NB
65.00	0.00	65.00	NB
200.00	0.00	200.00	NB
65.00	0.00	65.00	NB

Geographic Information Services	Net (£)	VAT (£)	Total (£)	VAT Rate
Local Street Maps	1.25	0.00	1.25	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
1.25	0.00	1.25	NB

Current Fees and Charges 2018/19

Local Street Maps - set of 5	5.00	0.00	5.00	NB
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Proposed Fees and Charges 2019/20

5.00	0.00	5.00	NB
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Place & Communities

Pest Control Service

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Domestic Pest Control Charges	Net (£)	VAT (£)	Total (£)	VAT Rate
Rats - up to 3 visits	50.00	10.00	60.00	SR
Rats - additional visits - now hourly rate	15.00	3.00	18.00	SR
Mice - up to 3 visits	50.00	10.00	60.00	SR
Mice - additional visits- now hourly rate	15.00	3.00	18.00	SR
Bedbugs - up to 2 visits	80.00	16.00	96.00	SR
Bedbugs - additional visits- now hourly rate	30.00	6.00	36.00	SR
Fleas - up to 2 visits	67.00	13.40	80.40	SR
Fleas - additional visits- now hourly rate	23.00	4.60	27.60	SR
Moles	50.00	10.00	60.00	SR
Pigeons		POA		
Squirrels	50.00	10.00	60.00	SR
Wasps	41.67	8.33	50.00	SR
Bees (if treated)	41.67	8.33	50.00	SR
Ants - up to 2 visits	67.00	13.40	80.40	SR
Ants - additional visits- now hourly rate	23.00	4.60	27.60	SR
Cockroaches - up to 2 visits	75.00	15.00	90.00	SR
Cockroaches - additional visits- now hourly rate	33.00	6.60	39.60	SR
Other insect pests - up to 2 visits	67.00	13.40	80.40	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
55.83	11.17	67.00	SR
			SR
55.83	11.17	67.00	SR
			SR
115.00	23.00	138.00	SR
			SR
67.00	13.40	80.40	SR
			SR
55.83	11.17	67.00	SR
70.83	14.17	85.00	SR
55.83	11.17	67.00	SR
48.33	9.67	58.00	SR
48.33	9.67	58.00	SR
70.83	14.17	85.00	SR
			SR
55.83	11.17	67.00	SR
			SR
70.83	14.17	85.00	SR

Current Fees and Charges 2018/19

Other insect pests - additional visits- now hourly rate	23.00	4.60	27.60	SR
Initial assessment visit / Cancellation fee (credited against subsequent treatment)	15.00	3.00	18.00	SR

Proposed Fees and Charges 2019/20

				SR
	20.83	4.17	25.00	SR

Licensing, Permits, Registration & Consents

NO CHANGES FOR 2019/20

Hackney Carriage and Private Hire Licences	Net (£)	VAT (£)	Total (£)	VAT Rate
New Hackney Carriage & Private Hire (Dual) Driver Licence - three years *	247.20	0.00	247.20	NB
Renewal of Hackney Carriage & Private Hire (Dual) Driver Licence - three years *	212.80	0.00	212.80	NB
Deposit	0.00	0.00	0.00	NB
DVLA Check	5.00	0.00	5.00	NB
Disclosure and Barring Service (DBS) Check	44.00	0.00	44.00	NB
Replacement of lost/damaged badge	15.00	0.00	15.00	NB
Badge and bracket replacement (lost or stolen)	0.00	0.00	0.00	NB
Change of name/address on licences	15.00	0.00	15.00	NB
Driver Knowledge Test Resit Fee	44.00	0.00	44.00	NB
Safeguarding Test Resit Fee	30.00	0.00	30.00	NB
* There is a refundable element of £48.95 should the licence not be granted.				

Net (£)	VAT (£)	Total (£)	VAT Rate
247.20	0.00	247.20	NB
212.80	0.00	212.80	NB
0.00	0.00	0.00	NB
5.00	0.00	5.00	NB
44.00	0.00	44.00	NB
15.00	0.00	15.00	NB
0.00	0.00	0.00	NB
15.00	0.00	15.00	NB
44.00	0.00	44.00	NB
30.00	0.00	30.00	NB

Hackney Carriage Vehicles	Net (£)	VAT (£)	Total (£)	VAT Rate
Licence New/Renewal **	359.90	0.00	359.90	NB
Replacement	359.90	0.00	359.90	NB
Transfer (Change of Proprietor)	0.00	0.00	0.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
359.90	0.00	359.90	NB
359.90	0.00	359.90	NB
0.00	0.00	0.00	NB

Current Fees and Charges 2018/19

Plate Replacement	29.00	0.00	29.00	NB
Bracket	10.00	0.00	10.00	NB

Private Hire Vehicles	Net (£)	VAT (£)	Total (£)	VAT Rate
Licence New/Renewal **	344.10	0.00	344.10	NB
Replacement	344.10	0.00	344.10	NB
Plate Replacement	29.00	0.00	29.00	NB
Bracket	10.00	0.00	10.00	NB
Private Hire Vehicle Exemption Notice (from displaying plate and livery)	25.00	0.00	25.00	NB
** There is a refundable element of £34.40 should the licence not be granted.				

Private Hire Vehicles Operator Fees	Net (£)	VAT (£)	Total (£)	VAT Rate
5 year licence	600.14	0.00	600.14	NB
+ Fee Per Vehicle Operated	30.00	0.00	30.00	NB

Hackney Carriage/Private Hire Reinspection & Other Costs	Net (£)	VAT (£)	Total (£)	VAT Rate
Vehicle retest fee (partial test) plus £5.00 per defect with max of £65	65.00	0.00	65.00	NB
Re-instate plate after prohibition at VOSA inspection plus £5 per defect with max. £65	65.00	0.00	65.00	NB
Duplicate vehicle, driver or operator licence when lost or stolen	5.00	0.00	5.00	NB
Amended vehicle, driver or operator licence change of address	15.00	0.00	15.00	NB

Licensing Act 2003	Net (£)	VAT (£)	Total (£)	VAT Rate
Premises Licences and Club Premises Certificates - Initial Application	100.00 - 1,905.00			NB
Premises Licences and Club Premises Certificates - Annual Charge	70.00 - 1,050.00			NB
Application for a provisional statement where premises being built etc.	315.00	0.00	315.00	NB

Proposed Fees and Charges 2019/20

29.00	0.00	29.00	NB
10.00	0.00	10.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
344.10	0.00	344.10	NB
344.10	0.00	344.10	NB
29.00	0.00	29.00	NB
10.00	0.00	10.00	NB
25.00	0.00	25.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
600.14	0.00	600.14	NB
30.00	0.00	30.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
65.00	0.00	65.00	NB
65.00	0.00	65.00	NB
5.00	0.00	5.00	NB
15.00	0.00	15.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
100.00 - 1,905.00			NB
70.00 - 1,050.00			NB
315.00	0.00	315.00	NB

Current Fees and Charges 2018/19

Application for transfer of premises licence	23.00	0.00	23.00	NB
Replacement of stolen, lost, etc. premises licence or summary	10.50	0.00	10.50	NB
Theft, loss etc. of certificate or summary	10.50	0.00	10.50	NB
Change of relevant registered address of club	10.50	0.00	10.50	NB
Notification of change of name or alteration of rules of club	10.50	0.00	10.50	NB
Application to vary licence to specify individual as premises supervisor	23.00	0.00	23.00	NB
Application for the grant or renewal of a personal licence	37.00	0.00	37.00	NB
Temporary event notice	21.00	0.00	21.00	NB
Theft, loss etc. of temporary event notice	10.50	0.00	10.50	NB
Notification of change of name or address	10.50	0.00	10.50	NB
Replacement of stolen, lost or damaged licences/certificates/notices/summaries	10.50	0.00	10.50	NB
Interim authority notice following death etc. of licence holder	23.00	0.00	23.00	NB
Right of freeholder etc.to be notified of licensing matters	21.00	0.00	21.00	NB

Proposed Fees and Charges 2019/20

23.00	0.00	23.00	NB
10.50	0.00	10.50	NB
10.50	0.00	10.50	NB
10.50	0.00	10.50	NB
10.50	0.00	10.50	NB
23.00	0.00	23.00	NB
37.00	0.00	37.00	NB
21.00	0.00	21.00	NB
10.50	0.00	10.50	NB
10.50	0.00	10.50	NB
10.50	0.00	10.50	NB
23.00	0.00	23.00	NB
21.00	0.00	21.00	NB

Gambling Act 2005	Net (£)	VAT (£)	Total (£)	VAT Rate
Bingo New (S159) (NON TRANSITION)	1,315.00	0.00	1,315.00	NB
Bingo Provisional Statement (S159) (s204)	1,315.00	0.00	1,315.00	NB
Conversion of Provisional Statement (s159)	660.00	0.00	660.00	NB
Bingo Annual Fee (sS184)	620.00	0.00	620.00	NB
Bingo Variation of Licence (s159) (s187)	1,315.00	0.00	1,315.00	NB
Bingo Transfer of Licence (s159) (s188)	660.00	0.00	660.00	NB
Reinstatement of Licence (s159) (s195)	660.00	0.00	660.00	NB
Bingo Copy of licence (s190)	19.00	0.00	19.00	NB
Bingo Change of Circumstances (s186)	32.00	0.00	32.00	NB
Bingo Transition (s159) (Fast Track)	0.00	0.00	0.00	NB
Bingo Transition (s159) (Non Fast Track)	0.00	0.00	0.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
1,315.00	0.00	1,315.00	NB
1,315.00	0.00	1,315.00	NB
660.00	0.00	660.00	NB
620.00	0.00	620.00	NB
1,315.00	0.00	1,315.00	NB
660.00	0.00	660.00	NB
660.00	0.00	660.00	NB
19.00	0.00	19.00	NB
32.00	0.00	32.00	NB
0.00	0.00	0.00	NB
0.00	0.00	0.00	NB

Current Fees and Charges 2018/19

Betting (Track) New (s159) Non transition	1,315.00	0.00	1,315.00	NB
Betting Track Provisional Statement (S159) (s204)	1,315.00	0.00	1,315.00	NB
Conversion of Provisional Statement (s159)	660.00	0.00	660.00	NB
Betting (Track) Annual Fee (s184)	620.00	0.00	620.00	NB
Betting Track Variation of Licence (s159) (s187)	1,250.00	0.00	1,250.00	NB
Betting Track Transfer of Licence (s159) (s188)	660.00	0.00	660.00	NB
Betting Reinstatement of Licence (s159) (s195)	660.00	0.00	660.00	NB
Betting Copy of licence (s190)	19.00	0.00	19.00	NB
Betting Change of Circumstances (s186)	32.00	0.00	32.00	NB
Betting Transition (s159) (Fast Track)	0.00	0.00	0.00	NB
Betting Transition (s159) (Non Fast Track)	0.00	0.00	0.00	NB
Betting Off-Course New (s159) Non transition	1,315.00	0.00	1,315.00	NB
Betting Off-Course Provisional Statement (S159) (s204)	1,315.00	0.00	1,315.00	NB
Betting Off-Course Conversion of Provisional Statement (s159)	660.00	0.00	660.00	NB
Betting Off-Course Annual Fee (s184) - adjusted to maximum permitted charge	620.00	0.00	620.00	NB
Betting Off-Course Variation of Licence (s159) (s187)	1,250.00	0.00	1,250.00	NB
Betting Off-Course Transfer of Licence (s159) (s188)	660.00	0.00	660.00	NB
Betting Off Course Reinstatement of Licence (s159) (s195)	660.00	0.00	660.00	NB
Betting Off-Course Copy of licence (s190)	19.00	0.00	19.00	NB
Betting Off-Course Change of Circumstances (s186)	32.00	0.00	32.00	NB
Betting Off-Course Transition (s159) (Fast Track)	0.00	0.00	0.00	NB
Betting Off-Course Transition (s159) (Non Fast Track)	0.00	0.00	0.00	NB
Adult Gaming Centre / Family Entertainment Centre (FEC) New (s159) Non transition	1,315.00	0.00	1,315.00	NB
Adult Gaming Centre / FEC Provisional Statement (S159) (s204)	1,315.00	0.00	1,315.00	NB
Adult Gaming Centre / FEC Conversion of Provisional Statement (s159)	660.00	0.00	660.00	NB
Adult Gaming Centre / FEC Annual Fee (s184)	620.00	0.00	620.00	NB

Proposed Fees and Charges 2019/20

	1,315.00	0.00	1,315.00	NB
	1,315.00	0.00	1,315.00	NB
	660.00	0.00	660.00	NB
	620.00	0.00	620.00	NB
	1,250.00	0.00	1,250.00	NB
	660.00	0.00	660.00	NB
	660.00	0.00	660.00	NB
	19.00	0.00	19.00	NB
	32.00	0.00	32.00	NB
	0.00	0.00	0.00	NB
	0.00	0.00	0.00	NB
	1,315.00	0.00	1,315.00	NB
	1,315.00	0.00	1,315.00	NB
	660.00	0.00	660.00	NB
	600.00	0.00	620.00	NB
	1,250.00	0.00	1,250.00	NB
	660.00	0.00	660.00	NB
	660.00	0.00	660.00	NB
	19.00	0.00	19.00	NB
	32.00	0.00	32.00	NB
	0.00	0.00	0.00	NB
	0.00	0.00	0.00	NB
	1,315.00	0.00	1,315.00	NB
	1,315.00	0.00	1,315.00	NB
	660.00	0.00	660.00	NB
	620.00	0.00	620.00	NB

Current Fees and Charges 2018/19

Adult Gaming Centre / FEC Variation of Licence (s159) (s187) - adjusted to maximum permitted charge	1,250.00	0.00	1,250.00	NB
Adult Gaming Centre / FEC Transfer of Licence (s159) (s188)	660.00	0.00	660.00	NB
Adult Gaming Centre / FEC Reinstatement of Licence (s159) (s195)	660.00	0.00	660.00	NB
Adult Gaming Centre / FEC Copy of licence (s190)	19.00	0.00	19.00	NB
Adult Gaming Centre / FEC Change of Circumstances (s186)	32.00	0.00	32.00	NB
Adult Gaming Centre / FEC Transition (s159) (Fast Track)	0.00	0.00	0.00	NB
Adult Gaming Centre / FEC Transition (s159) (Non Fast Track)	0.00	0.00	0.00	NB

Proposed Fees and Charges 2019/20

	1,000.00	0.00	1,000.00	NB
	660.00	0.00	660.00	NB
	660.00	0.00	660.00	NB
	19.00	0.00	19.00	NB
	32.00	0.00	32.00	NB
	0.00	0.00	0.00	NB
	0.00	0.00	0.00	NB

Consents & Registration	Net (£)	VAT (£)	Total (£)	VAT Rate
Consent Street Trading - New & Existing	1,294.00	0.00	1,294.00	NB
Societies Lotteries Registration Initial	40.00	0.00	40.00	NB
Societies Lotteries Registration Renewal	20.00	0.00	20.00	NB
Copy / Replacement of lost / stolen licence	5.00	0.00	5.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
1,294.00	0.00	1,294.00	NB
40.00	0.00	40.00	NB
20.00	0.00	20.00	NB
5.00	0.00	5.00	NB

Other Licences	Net (£)	VAT (£)	Total (£)	VAT Rate
Control of sex establishments	3,606.00	0.00	3,606.00	NB
Massage and Special Treatment	200.00	0.00	200.00	NB
Additional Charge on first application where LASERs used	180.00	0.00	180.00	NB
Additional Charge on renewal where LASERs used	90.00	0.00	90.00	NB
Dangerous wild animals	945.00	0.00	945.00	NB
Pet shop licences	188.00	0.00	188.00	NB
Dog breeding establishments	188.00	0.00	188.00	NB
Animal boarding establishments	188.00	0.00	188.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
3,606.00	0.00	3,606.00	NB
200.00	0.00	200.00	NB
180.00	0.00	180.00	NB
90.00	0.00	90.00	NB
945.00	0.00	945.00	NB
188.00	0.00	188.00	NB
188.00	0.00	188.00	NB
188.00	0.00	188.00	NB

Current Fees and Charges 2018/19

Animal home boarding establishments	112.00	0.00	112.00	NB
Riding establishments	491.00	0.00	491.00	NB
Animal Activity Licence - Exhibition of Animals New / Renew (3 Year Licence) NEW				
Copy / Replacement of lost / stolen licence	5.00	0.00	5.00	NB

Proposed Fees and Charges 2019/20

112.00	0.00	112.00	NB
491.00	0.00	491.00	NB
112.00	0.00	112.00	NB
5.00	0.00	5.00	NB

Registrations	Net (£)	VAT (£)	Total (£)	VAT Rate
Acupuncture, tattooing, ear piercing and electrolysis:				
Registration of persons	97.00	0.00	97.00	NB
-Registration of premises	147.00	0.00	147.00	NB
Scrap metal site licence - new	195.00	0.00	195.00	NB
Scrap metal collectors licence - new	132.00	0.00	132.00	NB
Scrap metal site licence - renewal	195.00	0.00	195.00	NB
Scrap metal collectors licence - renewal	132.00	0.00	132.00	NB
Scrap metal site licence - variation	62.00	0.00	62.00	NB
Scrap metal collectors licence - variation	68.00	0.00	68.00	NB
Copy / Replacement of lost / stolen licence	5.00	0.00	5.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
97.00	0.00	97.00	NB
147.00	0.00	147.00	NB
195.00	0.00	195.00	NB
132.00	0.00	132.00	NB
195.00	0.00	195.00	NB
132.00	0.00	132.00	NB
62.00	0.00	62.00	NB
68.00	0.00	68.00	NB
5.00	0.00	5.00	NB

Dog Control

NO CHANGES FOR 2019/20

Release of seized dog - initial release fee:	Net (£)	VAT (£)	Total (£)	VAT Rate
Day one	60.00	0.00	60.00	NB
Day two	70.00	0.00	70.00	NB
Day three	85.00	0.00	85.00	NB
Day four	95.00	0.00	95.00	NB
Day five	110.00	0.00	110.00	NB
Day six	120.00	0.00	120.00	NB
Day seven	130.00	0.00	130.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
60.00	0.00	60.00	NB
70.00	0.00	70.00	NB
85.00	0.00	85.00	NB
95.00	0.00	95.00	NB
110.00	0.00	110.00	NB
120.00	0.00	120.00	NB
130.00	0.00	130.00	NB

Current Fees and Charges 2018/19

Proposed Fees and Charges 2019/20

Environmental Protection

NO CHANGES FOR 2019/20

	Net (£)	VAT (£)	Total (£)	VAT rate
Provide Environmental Information	0.00	0.00	0.00	
LAPPC (Part B) charges				
Application Fee				
Standard process (inc solvent emission activities)	1,650.00	0.00	1,650.00	NB
Additional fee for operating without a permit	1,188.00	0.00	1,188.00	NB
PVR I and Dry Cleaners	155.00	0.00	155.00	NB
PVR I & II combined	257.00	0.00	257.00	NB
VRs and other Reduced Fee Activities	362.00	0.00	362.00	NB
Reduced fee activities: Additional fee for operating without a permit	71.00	0.00	71.00	NB
Mobile plant**	1,650.00	0.00	1,650.00	NB
for the 3rd to 7th applications:	985.00	0.00	985.00	NB
for the 8th and subsequent applications:	498.00	0.00	498.00	NB
<i>Where an application for any of the above is for a combined Part B and waste application, add an extra £310 to the above amounts</i>	808.00	0.00	808.00	NB
Annual Subsistence Charge				
Standard Process Low	772 (+ 104)*	0.00	772 (+ 104)*	NB
Standard Process Medium	1161 (+ 156)*	0.00	1161 (+ 156)*	NB
Standard Process High	1747 (+ 207)*	0.00	1747 (+ 207)*	NB
PVR I and Dry Cleaners Low/Med/High	79/158/237	0.00	79/158/237	NB
PVR I & II combined Low/Med/High	113/226/341	0.00	113/226/341	NB
VRs and other Reduced Fee Activities Low/Med/High	228/365/548	0.00	228/365/548	NB
Mobile plant for first and second permits Low/Med/High**	626/1034/1551	0.00	626/1034/1551	NB
for the third to seventh permits Low/Med/High	385/617/924	0.00	385/617/924	NB
eighth and subsequent permits Low/Med/High	198/316/473	0.00	198/316/473	NB
Late payment fee	52.00	0.00	52.00	NB

	Net (£)	VAT (£)	Total (£)	VAT rate
Provide Environmental Information	0.00	0.00	0.00	
LAPPC (Part B) charges				
Application Fee				
Standard process (inc solvent emission activities)	1,650.00	0.00	1,650.00	NB
Additional fee for operating without a permit	1,188.00	0.00	1,188.00	NB
PVR I and Dry Cleaners	155.00	0.00	155.00	NB
PVR I & II combined	257.00	0.00	257.00	NB
VRs and other Reduced Fee Activities	362.00	0.00	362.00	NB
Reduced fee activities: Additional fee for operating without a permit	71.00	0.00	71.00	NB
Mobile plant**	1,650.00	0.00	1,650.00	NB
for the 3rd to 7th applications:	985.00	0.00	985.00	NB
for the 8th and subsequent applications:	498.00	0.00	498.00	NB
<i>Where an application for any of the above is for a combined Part B and waste application, add an extra £310 to the above amounts</i>	808.00	0.00	808.00	NB
Annual Subsistence Charge				
Standard Process Low	772 (+ 104)*	0.00	772 (+ 104)*	NB
Standard Process Medium	1161 (+ 156)*	0.00	1161 (+ 156)*	NB
Standard Process High	1747 (+ 207)*	0.00	1747 (+ 207)*	NB
PVR I and Dry Cleaners Low/Med/High	79/158/237	0.00	79/158/237	NB
PVR I & II combined Low/Med/High	113/226/341	0.00	113/226/341	NB
VRs and other Reduced Fee Activities Low/Med/High	228/365/548	0.00	228/365/548	NB
Mobile plant for first and second permits Low/Med/High**	626/1034/1551	0.00	626/1034/1551	NB
for the third to seventh permits Low/Med/High	385/617/924	0.00	385/617/924	NB
eighth and subsequent permits Low/Med/High	198/316/473	0.00	198/316/473	NB
Late payment fee	52.00	0.00	52.00	NB

Current Fees and Charges 2018/19

* the additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation				
Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £104 to the above amounts				
Transfer and Surrender				
Standard process transfer	169.00	0.00	169.00	NB
Standard process partial transfer	497.00	0.00	497.00	NB
New operator at low risk reduced fee activity (extra one-off subsistence charge)	78.00	0.00	78.00	NB
Surrender: all Part B activities	0.00	0.00	0.00	NB
Reduced fee activities: transfer	0.00	0.00	0.00	NB
Reduced fee activities: partial transfer	47.00	0.00	47.00	NB
Temporary transfer for mobile plant				
First transfer	53.00	0.00	53.00	NB
Repeat following enforcement or warning	53.00	0.00	53.00	NB
Substantial change				
Standard process	1,050.00	0.00	1,050.00	NB
Standard process resulting in new PPC activity	1,650.00	0.00	1,650.00	NB
Reduced fee activities	102.00	0.00	102.00	NB
LA-IPPC (Part A2) processes				
Application	3,363.00	0.00	3,363.00	NB
Additional fee for operating without a permit	1,188.00	0.00	1,188.00	NB
Annual subsistence fee - Low	1,447.00	0.00	1,447.00	NB
Annual subsistence fee - Medium	1,611.00	0.00	1,611.00	NB
Annual subsistence fee - High	2,334.00	0.00	2,334.00	NB
Late payment fee	52.00	0.00	52.00	NB
Variation	1,368.00	0.00	1,368.00	NB
Substantial Variation (where 9(2) (a) or 9(2)(b) of the scheme applies)	3,363.00	0.00	3,363.00	NB
Transfer	235.00	0.00	235.00	NB
Partial transfer	698.00	0.00	698.00	NB
Surrender: all Part B activities	698.00	0.00	698.00	NB

Proposed Fees and Charges 2019/20

	169.00	0.00	169.00	NB
	497.00	0.00	497.00	NB
	78.00	0.00	78.00	NB
	0.00	0.00	0.00	NB
	0.00	0.00	0.00	NB
	47.00	0.00	47.00	NB
	53.00	0.00	53.00	NB
	53.00	0.00	53.00	NB
	1,050.00	0.00	1,050.00	NB
	1,650.00	0.00	1,650.00	NB
	102.00	0.00	102.00	NB
	3,363.00	0.00	3,363.00	NB
	1,188.00	0.00	1,188.00	NB
	1,447.00	0.00	1,447.00	NB
	1,611.00	0.00	1,611.00	NB
	2,334.00	0.00	2,334.00	NB
	52.00	0.00	52.00	NB
	1,368.00	0.00	1,368.00	NB
	3,363.00	0.00	3,363.00	NB
	235.00	0.00	235.00	NB
	698.00	0.00	698.00	NB
	698.00	0.00	698.00	NB

Current Fees and Charges 2018/19

Proposed Fees and Charges 2019/20

* Not using simplified permits

Clean Neighbourhoods and Environment Act 2005

NO CHANGES FOR 2019/20

Fixed Penalty Notices	Net (£)	VAT (£)	Total (£)	VAT Rate
Nuisance Parking	100.00	0.00	100.00	NB
Abandoning a vehicle	200.00	0.00	200.00	NB
Litter	75.00	0.00	75.00	NB
Unauthorised distribution of litter on designated land	75.00	0.00	75.00	NB
Graffiti and fly posting	75.00	0.00	75.00	NB
fly tipping	400.00	0.00	400.00	NB
Failure to produce authority (eg waste carriers licence)	300.00	0.00	300.00	NB
Failure to furnish documentation (eg waste transfer notes)	300.00	0.00	300.00	NB
Public Space Protection Orders	100.00	0.00	100.00	NB
Community Protection Notice	100.00	0.00	100.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
100.00	0.00	100.00	NB
200.00	0.00	200.00	NB
75.00	0.00	75.00	NB
75.00	0.00	75.00	NB
75.00	0.00	75.00	NB
400.00	0.00	400.00	NB
300.00	0.00	300.00	NB
300.00	0.00	300.00	NB
100.00	0.00	100.00	NB
100.00	0.00	100.00	NB

Fixed Penalty Notices - Early Payment (within 10 days)	Net (£)	VAT (£)	Total (£)	VAT Rate
Nuisance Parking	60.00	0.00	60.00	NB
Abandoning a vehicle	120.00	0.00	120.00	NB
Litter	50.00	0.00	50.00	NB
Unauthorised distribution of litter on designated land	50.00	0.00	50.00	NB
Graffiti and fly posting	50.00	0.00	50.00	NB
Failure to produce authority (eg waste carriers licence)	180.00	0.00	180.00	NB
Failure to Furnish Documentation (Waste Transfer Note)	180.00	0.00	180.00	NB
Public Space Protection Orders	60.00	0.00	60.00	NB
Community Protection Notice	60.00	0.00	60.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
60.00	0.00	60.00	NB
120.00	0.00	120.00	NB
50.00	0.00	50.00	NB
50.00	0.00	50.00	NB
50.00	0.00	50.00	NB
180.00	0.00	180.00	NB
180.00	0.00	180.00	NB
60.00	0.00	60.00	NB
60.00	0.00	60.00	NB

NO CHANGES FOR 2019/20

Current Fees and Charges 2018/19

Transport & Depot Services	Net (£)	VAT (£)	Total (£)	VAT Rate
MOT Test Class IV - ADC Employee, General Public & Trade	40.00	0.00	40.00	NB
MOT Test Class VII - ADC Employee, General Public & Trade	45.00	0.00	45.00	NB
MOT Retest (within 10 working days)	10.00	0.00	10.00	NB
- MOT Retest after 10 working days as full test				
Vehicle engineers report	65.00	13.00	78.00	SR
Use of Weighbridge	3.75	0.75	4.50	SR

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Cemeteries

Internment of Bodies in a Grave	Net (£)	VAT (£)	Total (£)	VAT Rate
Still born child up to 1 month		Free		
Child grave 1 month to 8 years		Free		
Cremated Remains	185.00	0.00	185.00	NB
Scattering of Ashes	75.00	0.00	75.00	NB
Adult Depth for one	600.00	0.00	600.00	NB
Adult Depth for two	675.00	0.00	675.00	NB
Adult Depth for three	750.00	0.00	750.00	NB

Purchase of Exclusive Right of Burial Fees (75 years)	Net (£)	VAT (£)	Total (£)	VAT Rate
Adult grave	800.00	0.00	800.00	NB
Child's grave (Childs Section Only)	180.00	0.00	180.00	NB
Cremated Remains Area	450.00	0.00	450.00	NB

Miscellaneous Fees	Net (£)	VAT (£)	Total (£)	VAT Rate
Chapel Use	150.00	0.00	150.00	NB

Memorial Charges	Net (£)	VAT (£)	Total (£)	VAT Rate
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Proposed Fees and Charges 2019/20

Net (£)	VAT (£)	Total (£)	VAT Rate
40.00	0.00	40.00	NB
45.00	0.00	45.00	NB
10.00	0.00	10.00	NB
65.00	13.00	78.00	SR
3.75	0.75	4.50	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
	Free		
	Free		
200.00	0.00	200.00	NB
75.00	0.00	75.00	NB
650.00	0.00	650.00	NB
725.00	0.00	725.00	NB
800.00	0.00	800.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
850.00	0.00	850.00	NB
180.00	0.00	180.00	NB
500.00	0.00	500.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
150.00	0.00	150.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
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Current Fees and Charges 2018/19

Headstone (Not exceeding 3ft x 2ft 6in)	180.00	0.00	180.00	NB
8in x 8in Vase/Tablet	80.00	0.00	80.00	NB
Vase over 8in	175.00	0.00	175.00	NB
Additional Inscription	80.00	0.00	80.00	NB
Memorial Tree	100.00	0.00	100.00	NB

Proposed Fees and Charges 2019/20

	190.00	0.00	190.00	NB
	90.00	0.00	90.00	NB
	180.00	0.00	180.00	NB
	90.00	0.00	90.00	NB
	150.00	0.00	150.00	NB

Waste Management & Recycling

Bulky items (including fridges/freezers)	Net (£)	VAT (£)	Total (£)	VAT Rate
Price reduced by half if a resident is in receipt of a qualifying income-based benefit				
First item	12.50	0.00	12.50	NB
Each additional item	6.50	0.00	6.50	NB
Domestic fridge/freezers	17.50	0.00	17.50	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
13.00	0.00	13.00	NB
7.00	0.00	7.00	NB
18.00	0.00	18.00	NB

New and replacement wheeled bins	Net (£)	VAT (£)	Total (£)	VAT Rate
New home wheeled bin set for developer	75.00	0.00	75.00	NB
Replacement red lidded bin (delivery and administration)	25.00	0.00	25.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
100.00	0.00	100.00	NB
25.00	0.00	25.00	NB

Garden Waste	Net (£)	VAT (£)	Total (£)	VAT Rate
Subscription	28.00	0.00	28.00	NB
Each additional Garden Waste bin	14.00	0.00	14.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
28.00	0.00	28.00	NB
14.00	0.00	14.00	NB

Parks & Outdoor Recreation

Parks/Open spaces land booking day rates	Net (£)	VAT (£)	Total (£)	VAT Rate
Boot camp Up to 20 people	14.58	2.92	17.50	SR
Boot camp 20 to 40 people	27.08	5.42	32.50	SR
Boot camp 40+ people	39.58	7.92	47.50	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
16.67	3.33	20.00	SR
29.17	5.83	35.00	SR
41.67	8.33	50.00	SR

Current Fees and Charges 2018/19

Charity/Not for profit events *fee applied if staff & changing rooms required	0.00	0.00	0.00	N/A
Children's rides inflatable (single ride)*does not include food	45.83	9.17	55.00	SR
Children's rides inflatable (2, maximum limits)* does not include food. See fun fair guidance for larger events	66.67	13.33	80.00	SR
Children's rides inflatable (single ride), annual pass (10 sessions paid upfront)	375.00	75.00	450.00	SR
Children's rides inflatable (2, maximum limits)*, annual pass (10 sessions paid upfront)	541.67	108.33	650.00	SR
Commercial Events including training courses (small approx. football pitch size)	45.83	9.17	55.00	SR
Fun fairs	416.67	83.33	500.00	SR
Commercial Events including training courses (large)	66.67	13.33	80.00	SR
Food serving vehicles or stalls				
Hot food/catering van	64.58	12.92	77.50	SR
Ice cream van or fun fair sweet stalls	43.75	8.75	52.50	SR
*All food operations require Environmental Health approval				
Football training ½ day (not pitch use)	13.13	2.62	15.75	SR

Proposed Fees and Charges 2019/20

	0.00	0.00	0.00	N/A
	50.00	10.00	60.00	SR
	75.00	15.00	90.00	SR
	416.67	83.33	500.00	SR
	583.33	116.67	700.00	SR
	50.00	10.00	60.00	SR
	833.33	166.67	1,000.00	SR
	75.00	15.00	90.00	SR
	83.33	16.67	100.00	SR
	50.00	10.00	60.00	SR
	13.33	2.62	16.00	SR

Bowls	Net (£)	VAT (£)	Total (£)	VAT Rate
Adult per hour	2.92	0.58	3.50	SR
Concessionary per hour	2.21	0.44	2.65	SR
Family Ticket	4.38	0.87	5.25	SR
Season Ticket	47.92	9.58	57.50	SR
Concessions (Season)	32.92	6.58	39.50	SR
Club Match Fee	21.67	4.33	26.00	SR
Competition Fee	27.92	5.58	33.50	SR
Veterans Ticket (midweek)	7.50	1.50	9.00	SR

	Net (£)	VAT (£)	Total (£)	VAT Rate
	3.08	0.62	3.70	SR
	2.42	0.48	2.90	SR
	4.58	0.87	5.50	SR
	50.00	10.00	60.00	SR
	34.58	6.92	41.50	SR
	22.92	4.58	27.50	SR
	29.17	5.83	35.00	SR
	7.92	1.58	9.50	SR

Tennis (per person)	Net (£)	VAT (£)	Total (£)	VAT Rate
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	Net (£)	VAT (£)	Total (£)	VAT Rate
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Current Fees and Charges 2018/19

Hourly rate (adult)	3.13	0.62	3.75	SR
Season Ticket (adult)	23.75	4.75	28.50	SR
Hourly rate (family ticket)	4.38	0.87	5.25	SR

Proposed Fees and Charges 2019/20

3.33	0.62	4.00	SR
25.00	5.00	30.00	SR
4.58	0.87	5.50	SR

Cricket	Net (£)	VAT (£)	Total (£)	VAT Rate
Cricket - Day, Standard	47.71	9.54	57.25	SR
Cricket - Day, Juniors	42.50	8.50	51.00	SR
Cricket - Evening, Standard	30.42	6.08	36.50	SR
Cricket - Evening, Juniors	23.33	4.67	28.00	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
50.00	10.00	60.00	SR
43.75	8.75	52.50	SR
31.67	6.33	38.00	SR
24.17	4.83	29.00	SR

Football	Net (£)	VAT (£)	Total (£)	VAT Rate
Annual Fee (Full) Standard	387.50	0.00	387.50	E
Annual Fee (Full) Juniors	262.50	0.00	262.50	E
Additional Matches (Full) Standard	45.83	9.17	55.00	SR
Additional Matches (Full) Junior	34.58	6.92	41.50	SR
Annual Fee (mini) Juniors	141.67	0.00	141.67	E

Net (£)	VAT (£)	Total (£)	VAT Rate
387.50	0.00	400.00	E
262.50	0.00	275.00	E
47.50	9.50	57.00	SR
35.42	7.08	42.50	SR
141.67	0.00	142.50	E

Hockey	Net (£)	VAT (£)	Total (£)	VAT Rate
Match Fee (Standard)	47.50	9.50	57.00	SR
Match Fee (Juniors)	37.50	7.50	45.00	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
49.17	9.83	59.00	SR
38.75	7.75	46.50	SR

Netball	Net (£)	VAT (£)	Total (£)	VAT Rate
Per Court - Standard	27.92	5.58	33.50	SR
Per Court - Juniors	21.67	4.33	26.00	SR
Floodlights per Hour	21.67	4.33	26.00	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
29.17	5.83	35.00	SR
22.50	4.50	27.00	SR
22.50	4.50	27.00	SR

Astroturf (Kingsway Park, Kirkby)	Net (£)	VAT (£)	Total (£)	VAT Rate
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Net (£)	VAT (£)	Total (£)	VAT Rate
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Current Fees and Charges 2018/19

Full Pitch/Hour Standard	47.50	9.50	57.00	SR
Full Pitch/Hour Juniors	39.17	7.83	47.00	SR
Half Pitch/Hour Standard	27.92	5.58	33.50	SR
Half Pitch/Hour Juniors	21.67	4.33	26.00	SR
Floodlights per Hour	21.67	4.33	26.00	SR

Astroturf (Titchfield Park, Hucknall)	Net (£)	VAT (£)	Total (£)	VAT Rate
Third Pitch (per 2 hour session) Standard	10.83	2.17	13.00	SR
Third Pitch (per 2 hour session) Juniors	8.54	1.71	10.25	SR
Floodlights (per 2 hour session)	18.33	3.67	22.00	SR

Allotments	Net (£)	VAT (£)	Total (£)	VAT Rate
With water supply - Per Annum	18.51	0.00	18.51	E
Without water supply Per Annum	13.36	0.00	13.36	E

Property Rents

NO CHANGES FOR 2019/20

Price per annum	£
Industrial Units	2,400 - 17,000
Offices	970 - 6,000
Shops	1,600 - 70,000
Ground Leases	18- 50,000
Grazing Land	100 - 850

NO CHANGES FOR 2019/20

Planning Policy Charges	Net (£)	VAT (£)	Total (£)	VAT Rate
Pre-application Advice	40.00	0.00	40.00	NB
ADC Local Plan (Adopted) Collected	45.00	0.00	45.00	NB

Proposed Fees and Charges 2019/20

50.00	10.00	60.00	SR
41.67	8.33	50.00	SR
29.17	5.83	35.00	SR
22.50	4.50	27.00	SR
22.50	4.50	27.00	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
16.67	3.33	20.00	SR
12.50	2.50	15.00	SR
20.83	4.17	25.00	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
18.88	0.00	18.51	E
13.63	0.00	13.36	E

£
2,400 - 17,000
970 - 6,000
1,600 - 70,000
18- 50,000
100 - 850

Net (£)	VAT (£)	Total (£)	VAT Rate
40.00	0.00	40.00	NB
45.00	0.00	45.00	NB

Current Fees and Charges 2018/19

ADC Local Plan (Adopted) including postage and packing	45.00	0.00	45.00	NB
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Proposed Fees and Charges 2019/20

45.00	0.00	45.00	NB
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Building Control

For works which do not fall into any of the following descriptions, price is per an individual quotation

Single Dwelling (up to 200m ²) *	Net (£)	VAT (£)	Total (£)	VAT Rate
Submission charge	125.00	25.00	150.00	SR
Inspection Charge	500.00	100.00	600.00	SR
Building Notice Charge	625.00	125.00	750.00	SR
Regularisation Charge	937.50	0.00	937.50	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
125.00	25.00	150.00	SR
505.00	101.00	606.00	SR
630.00	126.00	756.00	SR
938.00	0.00	938.00	NB

Single-storey extension *	Net (£)	VAT (£)	Total (£)	VAT Rate
Submission charge	125.00	25.00	150.00	SR
Inspection Charge	265.00	53.00	318.00	SR
Building Notice Charge	390.00	78.00	468.00	SR
Regularisation Charge	585.00	0.00	585.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
125.00	25.00	150.00	SR
270.00	54.00	324.00	SR
395.00	79.00	474.00	SR
585.00	0.00	585.00	NB

Two-storey extension *	Net (£)	VAT (£)	Total (£)	VAT Rate
Submission charge	125.00	25.00	150.00	SR
Inspection Charge	335.00	67.00	402.00	SR
Building Notice Charge	460.00	92.00	552.00	SR
Regularisation Charge	690.00	0.00	690.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
125.00	25.00	150.00	SR
325.00	65.00	390.00	SR
450.00	90.00	540.00	SR
690.00	0.00	690.00	NB

Erection/Extension of a garage or carport (up to 36m ²) *	Net (£)	VAT (£)	Total (£)	VAT Rate
Submission charge	125.00	25.00	150.00	SR
Inspection Charge	175.00	35.00	210.00	SR
Building Notice Charge	300.00	60.00	360.00	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
125.00	25.00	150.00	SR
190.00	38.00	228.00	SR
315.00	63.00	378.00	SR

Current Fees and Charges 2018/19

Regularisation Charge	450.00	0.00	450.00	NB
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Loft conversion *	Net (£)	VAT (£)	Total (£)	VAT Rate
Submission charge	125.00	25.00	150.00	SR
Inspection Charge	225.00	45.00	270.00	SR
Building Notice Charge	350.00	70.00	420.00	SR
Regularisation Charge	525.00	0.00	525.00	NB

Garage Conversion *	Net (£)	VAT (£)	Total (£)	VAT Rate
Submission charge	125.00	25.00	150.00	SR
Inspection Charge	116.66	23.34	140.00	SR
Building Notice Charge	241.66	48.34	290.00	SR
Regularisation Charge	362.50	0.00	362.50	NB

Whole house window replacement works *	Net (£)	VAT (£)	Total (£)	VAT Rate
Submission charge	120.00	24.00	144.00	SR
Building Notice Charge	120.00	24.00	144.00	SR
Regularisation Charge	180.00	0.00	180.00	NB

Whole house re-roofing works *	Net (£)	VAT (£)	Total (£)	VAT Rate
Submission charge	125.00	25.00	150.00	SR
Building Notice Charge	125.00	25.00	150.00	SR
Regularisation Charge	187.50	0.00	187.50	NB

Installation of a multi-fuel stove or similar appliance *	Net (£)	VAT (£)	Total (£)	VAT Rate
Submission charge	175.00	35.00	210.00	SR
Building Notice Charge	175.00	35.00	210.00	SR

Proposed Fees and Charges 2019/20

450.00	0.00	450.00	NB
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Net (£)	VAT (£)	Total (£)	VAT Rate
125.00	25.00	150.00	SR
235.00	47.00	282.00	SR
360.00	72.00	432.00	SR
525.00	0.00	525.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
125.00	25.00	150.00	SR
145.00	29.00	174.00	SR
270.00	54.00	324.00	SR
363.00	0.00	363.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
N/A			SR
135.00	27.00	162.00	SR
180.00	0.00	180.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
N/A			SR
135.00	27.00	162.00	SR
188.00	0.00	188.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
N/A			SR
180.00	36.00	216.00	SR

Current Fees and Charges 2018/19

Regularisation Charge	262.50	0.00	262.50	NB
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Removal of up to two load-bearing walls and or chimneys *	Net (£)	VAT (£)	Total (£)	VAT Rate
Submission charge	155.00	31.00	186.00	SR
Building Notice Charge	155.00	31.00	186.00	SR
Regularisation Charge	232.50	0.00	232.50	NB

Renovation of a thermal element *	Net (£)	VAT (£)	Total (£)	VAT Rate
Submission charge	125.00	25.00	150.00	SR
Building Notice Charge	125.00	25.00	150.00	SR
Regularisation Charge	187.50	0.00	187.50	NB

Other work (estimated cost between £1000 - £2,000) *	Net (£)	VAT (£)	Total (£)	VAT Rate
An individual quote will be given for work over £2,000				SR

up to £1,000	Net (£)	VAT (£)	Total (£)	VAT Rate
Submission charge	115.00	23.00	138.00	SR
Building Notice Charge	115.00	23.00	138.00	SR
Regularisation Charge	172.50	0.00	172.50	NB

Land Charges	Net (£)	VAT (£)	Total (£)	VAT Rate
Full Search (LLC1 & CON29)				
LLC1	25.00			
CON29	73.00	14.60	112.60	SR

Proposed Fees and Charges 2019/20

263.00	0.00	263.00	NB
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Net (£)	VAT (£)	Total (£)	VAT Rate
N/A			SR
180.00	36.00	216.00	SR
233.00	0.00	233.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
N/A			SR
135.00	27.00	162.00	SR
188.00	0.00	188.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
			SR

Net (£)	VAT (£)	Total (£)	VAT Rate
N/A			SR
135.00	27.00	162.00	SR
173.00	0.00	173.00	NB

Net (£)	VAT (£)	Total (£)	VAT Rate
31.30			
77.20	15.44	123.94	SR

Current Fees and Charges 2018/19

Each additional parcel of land (full search)				
	LLC1	1.00		
	CON29R	14.00	2.80	17.80 SR
Con29O Enquiries - Question 22		35.00	7.00	42.00 SR
Con29O Enquiries - Questions 4, 5, 9, 16 & 20		15.00	3.00	18.00 SR
Con29O Enquiries - Questions 8, 10, 11, 12, 13, 14, 15, 17, 18 & 19		7.50	1.50	9.00 SR
Con29O Enquiries - Questions 6 & 7		3.50	0.70	4.20 SR
Con29O Enquiries - Question 21	The District Council is unable to respond to this enquiry, therefore please contact the Environment Agency (https://www.gov.uk/topic/environmental-management/flooding-coastal-change) and/or Nottinghamshire County Council (flood.team@nottscc.gov.uk)			
Applicants own questions (each)		15.00	3.00	18.00 SR
An additional charge of £3.00 will be added where a request is received for reports to be posted out				

Proposed Fees and Charges 2019/20

		1.00		
		16.25	3.25	20.50 SR
		35.00	7.00	42.00 SR
		16.25	3.25	19.50 SR
		16.25	3.25	19.50 SR
		16.25	3.25	19.50 SR
	The District Council is unable to respond to this enquiry, therefore please contact the Environment Agency (https://www.gov.uk/topic/environmental-management/flooding-coastal-change) and/or Nottinghamshire County Council (flood.team@nottscc.gov.uk)			
		16.25	3.25	19.50 SR

Additional Searches	Net (£)	VAT (£)	Total (£)	VAT Rate
Coal Authority Search - Residential	42.00	0.00	42.00	
Coal Authority Search - Commercial	96.36	0.00	96.36	
Drainage and Water Enquiry (CON29DW) - Residential	56.40	0.00	56.40	
Drainage and Water Enquiry (CON29DW) - Commercial	157.20	0.00	157.20	
Chancel Check	24.00	0.00	24.00	

Net (£)	VAT (£)	Total (£)	VAT Rate
42.00	0.00	42.00	
96.36	0.00	96.36	
56.40	0.00	56.40	
157.20	0.00	157.20	
24.00	0.00	24.00	

CON29 Information				
In some instances, interested parties will be able to access the required information via public registers and incur no costs. The provision of Individual Enquiry Reports is to enhance the number of access channels available and not limit access.				
CON29 Individual Enquiries	Net (£)	VAT (£)	Total (£)	VAT Rate
Questions 1.1. (a) to (i)	7.50	1.50	9.00	SR

Net (£)	VAT (£)	Total (£)	VAT Rate
7.50	1.50	9.00	SR

Current Fees and Charges 2018/19

Questions 1.1. (j) to (l)	7.50	1.50	9.00	SR
Question 1.2.	3.50	0.70	4.20	SR
Questions 2.1. (a) to (d) and 2.2. to 2.5. - Please contact Highway Searches Via East Midlands Ltd. Tel 0115 9773143 or Email highwaysearches@viaem.co.uk				
Question 3.1.	3.50	0.70	4.20	SR
Questions 3.2., 3.3. (a) to (c), 3.4. (a) to (f), 3.5. (a) & (b), 3.6. (a) to (l) and 3.7. (e) - Please contact Highway Searches Via East Midlands Ltd. Tel 0115 9773143 or Email highwaysearches@viaem.co.uk				
Questions 3.7. (a) to (d) & (f)	7.50	1.50	9.00	SR
Question 3.7. (g) - The District Council is unable to respond to this enquiry, therefore please contact the Environment Agency (https://www.gov.uk/topic/environmental-management/flooding-coastal-change) and/or Nottinghamshire County Council (flood.team@nottscc.gov.uk)				
Question 3.8.	3.50	0.70	4.20	SR
Questions 3.9. (a) to (n)	7.50	1.50	9.00	SR
Questions 3.10. (a) to (h)	3.50	0.70	4.20	SR
Questions 3.11. (a) & (b)	3.50	0.70	4.20	SR
Question 3.12	3.50	0.70	4.20	SR
Questions 3.13. (a) to (c)	3.50	0.70	4.20	SR
Question 3.14.	3.50	0.70	4.20	SR
Questions 3.15. (a) and (b)	7.50	1.50	9.00	SR

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Proposed Fees and Charges 2019/20

7.50	1.50	9.00	SR
7.50	1.50	9.00	SR
Questions 2.1. (a) to (d) and 2.2. to 2.5. - Please contact Highway Searches Via East Midlands Ltd. Tel 0115 9773143 or Email highwaysearches@viaem.co.uk			
3.50	0.70	4.20	SR
Questions 3.2., 3.3. (a) to (c), 3.4. (a) to (f), 3.5. (a) & (b), 3.6. (a) to (l) and 3.7. (e) - Please contact Highway Searches Via East Midlands Ltd. Tel 0115 9773143 or Email highwaysearches@viaem.co.uk			
7.50	1.50	9.00	SR
Question 3.7. (g) - The District Council is unable to respond to this enquiry, therefore please contact the Environment Agency (https://www.gov.uk/topic/environmental-management/flooding-coastal-change) and/or Nottinghamshire County Council (flood.team@nottscc.gov.uk)			
3.50	0.70	4.20	SR
7.50	1.50	9.00	SR
3.50	0.70	4.20	SR
3.50	0.70	4.20	SR
3.50	0.70	4.20	SR
3.50	0.70	4.20	SR
3.50	0.70	4.20	SR
3.50	0.70	4.20	SR
7.50	1.50	9.00	SR

Markets

Indoor Market - per pitch based on floor space - price range	POA*	E
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POA*	E
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Outdoor Markets

Kirkby in Ashfield	Net (£)	VAT (£)	Total (£)	VAT Rate
Tuesday/Thursday/Friday/Saturday: first stall	11.40	0.00	11.40	E
Extra stall each up to 3 extra	8.20	0.00	8.20	E

Net (£)	VAT (£)	Total (£)	VAT Rate
12.00	0.00	12.00	E
8.50	0.00	8.50	E

Current Fees and Charges 2018/19

Extra stall above 4 stall each	5.00	0.00	5.00	E
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Hucknall	Net (£)	VAT (£)	Total (£)	VAT Rate
Friday Traditional Market: first stall	11.40	0.00	11.40	E
Extra stall each up to 3 extra	8.20	0.00	8.20	E
Extra stall above 4 stall each	5.00	0.00	5.00	E

Sutton in Ashfield	Net (£)	VAT (£)	Total (£)	VAT Rate
Monday/Wednesday/Friday/Saturday: first stall	11.40	0.00	11.40	E
Extra stall each up to 3 extra	8.20	0.00	8.20	E
Extra stall above 4 stall each	5.00	0.00	5.00	E

All Markets	Net (£)	VAT (£)	Total (£)	VAT Rate
Designated special event markets through the year - individual stalls from £15.55 tables from £5	15.55	0.00	15.55	E
Catering stalls - with £5 for electrical supply when available	25.90	0.00	25.90	E
2018 with electricity	31.90	0.00	31.90	E
Self erect market stall	19.60	0.00	19.60	E
Trailer Unit	20.00	0.00	20.00	E
Charity stall 1 per month Free				

Catering and Similar Vans	Net (£)	VAT (£)	Total (£)	VAT Rate
All Markets	20.00	0.00	20.00	E
Extra with electrical supply	6.00	0.00	6.00	E
Promotional Vehicle	16.00	0.00	16.00	E

Promotional Space	Net (£)	VAT (£)	Total (£)	VAT Rate
All areas	POA*			E

Sunday Markets	Net (£)	VAT (£)	Total (£)	VAT Rate
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Proposed Fees and Charges 2019/20

5.50	0.00	5.50	E
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Net (£)	VAT (£)	Total (£)	VAT Rate
12.00	0.00	12.00	E
8.50	0.00	8.50	E
5.50	0.00	5.50	E

Net (£)	VAT (£)	Total (£)	VAT Rate
12.00	0.00	12.00	E
8.50	0.00	8.50	E
5.50	0.00	5.50	E

Net (£)	VAT (£)	Total (£)	VAT Rate
16.10	0.00	16.10	E
27.50	0.00	27.50	E
34.00	0.00	34.00	E
20.50	0.00	20.50	E
21.00	0.00	21.00	E

Net (£)	VAT (£)	Total (£)	VAT Rate
21.00	0.00	21.00	E
6.50	0.00	6.50	E
16.50	0.00	16.50	E

Net (£)	VAT (£)	Total (£)	VAT Rate
POA*			E

Net (£)	VAT (£)	Total (£)	VAT Rate
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Current Fees and Charges 2018/19

Christmas and Sunday markets	20.73	0.00	20.73	E
Subsequent stalls (each)	14.40	0.00	14.40	E
Catering Vans/Trailers	25.00	0.00	25.00	E
Connection to electric supply	6.00	0.00	6.00	E

Proposed Fees and Charges 2019/20

	21.00	0.00	21.00	E
	15.00	0.00	15.00	E
	27.50	0.00	27.50	E
	6.50	0.00	6.50	E

POA* - Price on application and determined through ODR at commercial rates

VAT Key:

SR = standard rated

E = exempt

NB = non business

Z = zero rated

Report To:	CABINET	Date:	26 NOVEMBER 2018
Heading:	TREASURY MANAGEMENT STRATEGY MID-YEAR REVIEW 2018/19		
Portfolio Holder:	COUNCILLOR ROBERT SEARS-PICCAVEY – CABINET MEMBER (INWARD)		
Ward/s:	NO		
Key Decision:	NO		
Subject to Call-In:	NO		

Purpose of Report

Cabinet are asked to note the mid-year position in respect of the treasury activity and performance against the prudential indicators.

Recommendation(s)

Cabinet:

- 1. Notes the change from existing Constant Net Asset Value (CNAV) Money Market Funds to Low Volatility Net Asset Value (LVNAV) Money Market Funds and;**
- 2. Notes the mid-year position in respect of the treasury activity and performance against the prudential indicators.**

Reasons for Recommendation(s)

To make Members aware of the current Treasury Management performance position and meet the requirements of the Council's Financial Regulations (C.30).

Alternative Options Considered

There is a requirement to report on Treasury Management performance during the year in accordance with Financial Regulations.

Detailed Information

Overview

The Council aims to operate a balanced budget, which broadly means cash raised during the year will meet its cash expenditure. Part of the treasury management operations ensure this cash flow is adequately planned, with surplus monies being invested in low risk counterparties, providing adequate liquidity initially before considering optimising investment return.

The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer term cash flow planning to ensure the Council can meet its capital spending commitments. This management of longer term cash may involve arranging long or short term loans, or the use of longer term cash flow surpluses, and on occasion, any debt previously drawn may be restructured to meet Council risk or cost objectives.

Accordingly treasury management is defined as:

“The management of the local authority's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

TREASURY MANAGEMENT – MID YEAR REPORT 2018/19

1. Introduction

This mid-year report has been prepared in compliance with CIPFA's Code of Practice on Treasury Management, and covers the following:

- An economic update for the 2018/19 financial year as at 30th September 2018;
- The Council's capital position (prudential indicators);
- The Council's investment portfolio for 2018/19.

There has yet been no change to the Council's Treasury Management Strategy and Annual Investment Strategy which was agreed by Council on 1st March 2018. Further information with regards to the Minimum Revenue Provision (MRP) can be found on section 2.1.2 of this report.

Due to the technical terms / abbreviations within this report, a glossary has been provided at the end of the report.

1.1 Economics and interest rates

1.1.1 Economics update

The United Kingdom (UK) is part of a global economy and as a result it is not only affected by events at home but events overseas. The below provide a brief update on the UK economy and the wider global economy.

UK. The first half of 2018/19 has seen UK **economic growth** post a modest performance, but sufficiently robust for the Monetary Policy Committee, (MPC), to unanimously (9-0) vote to increase

Bank Rate on 2nd August from 0.5% to 0.75%. Although growth looks as if it will only be modest at around 1.5% in 2018, the Bank of England's August Quarterly Inflation Report forecast that growth will pick up to 1.8% in 2019, albeit there were several caveats – mainly related to whether or not the UK achieves an orderly withdrawal from the European Union in March 2019.

Some MPC members have expressed concerns about a build-up of **inflationary pressures**, particularly with the pound falling in value again against both the US dollar and the Euro. The Consumer Price Index (CPI) measure of inflation rose unexpectedly from 2.4% in June to 2.7% in August due to increases in volatile components (e.g. food and energy), but is expected to fall back to the 2% inflation target over the next two years given a scenario of minimal increases in Bank Rate. The MPC has indicated that the Bank Rate would need to be in the region of 1.5% by March 2021 for inflation to stay on track. Financial markets are currently pricing in the next increase in Bank Rate for the second half of 2019.

As for the **labour market**, unemployment has continued at a 43 year low of 4% on the Independent Labour Organisation measure. A combination of job vacancies hitting an all-time high in July, together with negligible growth in total employment numbers, indicates that employers are now having major difficulties filling job vacancies with suitable staff. It was therefore unsurprising that wage inflation picked up to 2.9%, (3 month average regular pay, excluding bonuses) and to a one month figure in July of 3.1%. This meant that in real terms, (i.e. wage rates higher than CPI inflation), earnings grew by about 0.4%, near to the joint high of 0.5% since 2009. (The previous high point was in July 2015.) Given the UK economy is very much services sector driven, an increase in household spending power is likely to feed through into providing some support to the overall rate of economic growth in the coming months. This tends to confirm that the MPC were right to start on a cautious increase in Bank Rate in August as it views wage inflation in excess of 3% as increasing inflationary pressures within the UK economy. However, the MPC will need to tread cautiously before increasing Bank Rate again, especially given all the uncertainties around Brexit.

In the **political arena**, there is a risk that the current Conservative minority government may be unable to muster a majority in the Commons over Brexit. However, our central position is that Prime Minister May's government will endure, despite various setbacks, along the route to Brexit in March 2019. If, however, the UK faces a general election in the next 12 months, this could result in a potential loosening of monetary policy and therefore medium to longer dated gilt yields could rise on the expectation of a weak pound and concerns around inflation picking up.

USA. President Trump's massive easing of fiscal policy is fuelling a (temporary) boost in consumption which has generated an upturn in the rate of strong growth which rose from 2.2%, (annualised rate), in quarter 1 to 4.2% in quarter 2, but also an upturn in inflationary pressures. With inflation moving towards 3%, the Fed increased rates another 0.25% in September to between 2.00% and 2.25%, this being four increases in 2018, and indicated they expected to increase rates four more times by the end of 2019. The dilemma, however, is what to do when the temporary boost to consumption wanes, particularly as the recent imposition of tariffs on a number of countries' exports to the US, (China in particular), could see a switch to US production of some of those goods, but at higher prices. Such a scenario would invariably make any easing of monetary policy harder for the Fed in the second half of 2019.

EUROZONE. Growth was unchanged at 0.4% in quarter 2, but has undershot early forecasts for a stronger economic performance in 2018. In particular, data from Germany has been mixed and it could be negatively impacted by US tariffs on a significant part of manufacturing exports e.g. cars. For that reason, although growth is still expected to be in the region of 2% for 2018, the horizon is less clear than it seemed just a short while ago.

CHINA. Economic growth has been weakening over successive years, despite repeated rounds of central bank stimulus; medium term risks are increasing. Major progress still needs to be made to eliminate excess industrial capacity and the stock of unsold property, and to address the level of non-performing loans in the banking and credit systems.

JAPAN - has been struggling to stimulate consistent significant GDP growth and to get inflation up to its target of 2%, despite huge monetary and fiscal stimulus. It is also making little progress on fundamental reform of the economy.

1.1.2 Interest Rate Forecasts

The Council's treasury advisor, Link Asset Services, has provided the following forecast:

Link Asset Services Interest Rate View											
	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20	Jun-20	Sep-20	Dec-20	Mar-21
Bank Rate View	0.75%	0.75%	0.75%	0.75%	1.00%	1.00%	1.00%	1.25%	1.25%	1.50%	1.50%
3 Month LIBID	0.75%	0.80%	0.80%	0.90%	1.10%	1.10%	1.20%	1.40%	1.50%	1.60%	1.60%
6 Month LIBID	0.85%	0.90%	0.90%	1.00%	1.20%	1.20%	1.30%	1.50%	1.60%	1.70%	1.70%
12 Month LIBID	1.00%	1.00%	1.00%	1.10%	1.30%	1.30%	1.40%	1.60%	1.70%	1.80%	1.80%
5yr PWLB Rate	2.00%	2.00%	2.10%	2.20%	2.20%	2.30%	2.30%	2.40%	2.50%	2.50%	2.60%
10yr PWLB Rate	2.40%	2.50%	2.50%	2.60%	2.70%	2.70%	2.80%	2.90%	2.90%	3.00%	3.10%
25yr PWLB Rate	2.80%	2.90%	3.00%	3.10%	3.10%	3.20%	3.30%	3.30%	3.40%	3.50%	3.50%
50yr PWLB Rate	2.60%	2.70%	2.80%	2.90%	2.90%	3.00%	3.10%	3.10%	3.20%	3.30%	3.30%

The flow of generally positive economic statistics after the end of the quarter ended 30 June meant that it came as no surprise that the MPC came to a decision on 2 August to make the first increase in Bank Rate above 0.5% since the financial crash, to 0.75%. However, the MPC emphasised again, that future Bank Rate increases would be gradual and would rise to a much lower equilibrium rate, (where monetary policy is neither expansionary or contractionary), than before the crash; indeed they gave a figure for this of around 2.5% in ten years' time but they declined to give a medium term forecast. We do not think that the MPC will increase Bank Rate in February 2019, ahead of the deadline in March for Brexit. We also feel that the MPC is more likely to wait until August 2019, than May 2019, before the next increase, to be followed by further increases of 0.25% in May and November 2020 to reach 1.5%. However, the cautious pace of even these limited increases is dependent on a reasonably orderly Brexit.

2.1 The Council's Capital Position (Prudential Indicators)

2.1.1 Prudential Indicators

The Council's revised estimate position is shown in the table below.

Any changes to borrowing in the Capital Programme affect the Capital Financing Requirement (CFR). The CFR represents the Council's underlying need to borrow for capital expenditure.

	2018/19 Original Estimate £m	2018/19 Revised Estimate (Adjusted for slippage) £m
CFR – non housing	37.076	52.601
CFR – housing	80.081	80.081
Total CFR	117.157	132.682
Net movement in CFR		+15.525
Borrowing	74.748	79.748
Other long term liabilities	0	0
Total debt 31 March	74.748	79.748

The 2018/19 CFR Revised Estimate includes the approval of £6m for the Kirkby Leisure Centre and £10m for Investment properties as well as slippage brought forward on schemes from 2017/18.

Prudential Indicator 2018/19	Original £m	Revised (Adjusted for slippage) £m
Authorised Limit	130	130
Operational Boundary	120	120
Capital Financing Requirement	118	133

2.1.2 Minimum Revenue Provision

Minimum Revenue Provision (MRP) is a statutory charge to the General Fund to allow for the repayment of debt. MRP is calculated by dividing the amount borrowed either internally or externally by the expected life of that asset. E.g. if an asset is purchased for £100k and is expected to last 10 years then an MRP charge of £10k per annum (£100k/10) will be made each year until the total cumulative MRP charge equals the amount borrowed.

No changes are currently requested to the MRP policy. An updated MRP policy will be included in the next version of the Treasury Management Strategy early in 2019.

3.1 Investment Portfolio 2018/19

In accordance with the Code, it is the Council's priority to ensure security of capital and liquidity, and to obtain an appropriate level of return which is consistent with the Council's risk appetite. As set out in Section 1.1.2, it is a very difficult investment market in terms of earning the level of interest rates commonly seen in previous decades as rates are still very low and in line with the 0.75% Bank Rate which was in effect since 2nd August 2018.

In total the Council held £2.2m of call deposit investments (see tables below) as at 30 September 2018 (£8.1m at 31 March 2018) and the average investment portfolio yield for all investments in the first six months of the year is low at 0.42% due to low interest rates.

Call Deposits

Borrower	Closing Balance at 30/09/18 £000's
Barclays Bank	53
Aberdeen Liquidity – Money Market Fund	900
Insight – Money Market Fund	1,250
Total	2,203

The average interest rate across counterparties for Call deposits is 0.40%.

Term Deposits

As at 31st March 2018 the Council did have £4.5m term deposits with Thurrock Council. However, the Council did not have any term deposits at the end of September 2018. It did have term deposits both at the beginning and during the first six months of the financial year. The comparison below compares the performance of these term deposit investments against the current Bank of England (BoE) base rate.

BoE Base Rate As at 2nd August 2018	Council Performance	Investment Interest Earned £000's
0.75% (avg 0.58%)	0.42%	£16k

The bank base rate increased by 0.25% to 0.75% on 2nd August 2018. Most of the Council's investment income to date was received before the base rate increase. The Council's budgeted investment return for 2018/19 is £13k, and performance for the half year to 30th September 2018 is £22k which comprises £16k from term deposits and £6k from call deposits. The estimated full year outturn is £35k. (£22k above budget).

4.1 Money Market Funds

The Council currently has Constant Net Asset Value (CNAV) Money Market Funds (MMF). In order to make these more resilient to future financial crises the European Parliament has agreed that these should be modified to become Low Volatility Net Asset Value (LVNAV) Money Market Funds. The value of a CNAV MMF remains the same e.g. you purchase £100 MMF shares you will receive £100 when you sell these. The difference with Low Volatility Net Asset Value (LVNAV) shares is that you

may no longer get £100 when you sell £100 MMF shares. It is unlikely that there will be a change in the price of the MMF shares between price paid and monies received when shares are sold.

5.1 Investment Properties

The Council spent £14.981m on Investment Properties in 2017/18. These are expected to generate £1.101m rental income in 2018/19. This will result in a gross yield of 7.35%.

In 2018/19 to date the Council has purchased a further investment property for £4.334m which is expected to generate annual rental income of £0.287m. Which represents a gross yield of 6.62%.

The combined expenditure for all Investment Properties to date is £19.315m. These are expected to generate total income £1.357m which will result in a gross yield of 7.19%.

Implications

Corporate Plan: Effective treasury management and investment in properties is providing an income stream to support delivery of the key services within the Corporate Plan.

Legal:

Requirement to adhere to the CIPFA Prudential Code. Ensures compliance with Financial Regulations.

Finance:

Budget Area	Implication
General Fund – Revenue Budget	The General Fund investment income is expected to be £22k greater than budget.
General Fund – Capital Programme	No significant implications.
Housing Revenue Account – Revenue Budget	No significant implications.
Housing Revenue Account – Capital Programme	No significant implications.

Risk:

Risk	Mitigation
Risk that the investment properties become void or fall in value.	Spread of assets within the portfolio and a reserve to cushion any void periods.

Human Resources:

Not Applicable

Equalities:

Not Applicable

Other Implications:

Not Applicable

Reason(s) for Urgency

Not Applicable

Reason(s) for Exemption

Not Applicable

Background Papers

Link Asset Services -Treasury Management Strategy Statement and Annual Investment Strategy
Mid-Year Review Report 2018/19

Report Author and Contact Officer

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Report To:	CABINET	Date:	26 NOVEMBER 2018
Heading:	THE ADDITION OF A WELFARE REFORM OFFICER TO THE INCOME TEAM (HOUSING AND ASSETS)		
Portfolio Holder:	COUNCILLOR J. WILMOTT, CABINET MEMBER (OUTWARD)		
Ward/s:	ALL		
Key Decision:	NO		
Subject to Call-In:	YES		

Purpose of Report

This report seeks authority to add an additional Welfare Reform Advisor to the Income Team to assist with the wider roll out of Universal Credit.

Recommendation(s)

Approve the decision to add a Welfare Reform Officer to the establishment (fixed term post for 2 years) to assist with the wider roll out of Universal Credit (UC) and assist tenants in paying their rent.

Reasons for Recommendation(s)

The post was outlined as a requirement within the approved HRA Welfare Reform reserve. However as the collective salary over the 2 years exceeds £50k Cabinet approval is required. The purpose of the role is to increase the range and capacity of advice and support offered to tenants in order to both reduce the risks of rent arrears and also assist in the sustainment of tenancies.

Alternative Options Considered

Not to recruit. This option does not make good business sense due to the number of tenants who will be directly affected by the introduction of UC (which will be 'full service' across the whole of Ashfield by end of November) and the need to protect the HRA income stream which faces significant risk due to the direct payment of housing costs to tenants rather than the Council itself (as is currently the case).

Outsourcing the advice was not considered as the objective is to act as swiftly as possible when the tenant switches to Universal Credit and/or needs assistance with paying the rent. The Council (unlike other bodies) receives direct notification of changes in UC from the DWP, whilst the Council is also the data holder of the rent accounts. Passing this information to a third party will cause

delays which are of both detriment to the customer and Council, and would require data sharing agreements. Equally advice given by third parties may be contrary to Housing's 'rent first' policy when using HRA money to provide monetary advice.

Detailed Information

Many of our tenants are already experiencing financial difficulties as a result of the Government's welfare reform programme.

UC, the new benefit system that replaces a number of current benefits, is already being phased in within the Ashfield area (Hucknall – from October 2018 and the Rural areas – June 2018).

Universal credit **full service** – the full digital system – will arrive at Ashfield Jobcentre Plus from **November 2018**. From this date, any new claim will be directed to UC.

UC requires claimants to accept a claimant commitment setting out what is expected in return for receiving benefit, receive a single payment to the household every month (housing element e.g. rent costs and personal costs) and make and maintain their claim online. UC will lead to significant changes (and often reductions) in entitlement for households.

There are concerns about tenants' capacity to manage direct payment of housing costs, as families and particularly vulnerable tenants, may not be used to receiving their benefit in one combined monthly payment and spreading that money across the month whilst meeting various liabilities such as rent which previously went directly to their landlord. There is a strong and statistically proven likelihood that tenants (particularly in the early days) may end up using the housing element of UC to cover other bills and debts instead of prioritising rent payments.

Currently the payments from Housing Benefit come directly into Housing into the rent accounts (approximately 68% (£16.3m p.a.) of our rent is received directly from Housing Benefit).

It is a known and proven fact that the transition of tenants from current state benefits to Universal Credit (UC) is having a detrimental effect on rent collection. E.g. The Association of Retained Council Housing produced a report in July 2017, which stated that average value of arrears for a UC tenant was £772.21 verses a non-UC average of £414.40, and that 40% of UC tenants in arrears had no arrears before transitioning on to the new benefit.

ADC currently has 102 tenants on UC (81 of which currently have rent arrears).

When UC is rolled out fully, there is estimated to be around 3500 tenants who will move across to Universal credit. This equates to an estimated £13 million p.a. of rental income at risk. (All Pensioners and a limited number of claimants will remain on Housing Benefit).

UC will mean a high level of support will be required to assist tenants, particularly those vulnerable tenants, with budgeting support and paying their rent on time and avoiding arrears. We need to work closely with our tenants to support and lessen the effects of the changes due to the introduction of UC.

The priority areas for supporting tenants' is as follows:-

- Identifying key groups and monitoring impacts
- Engagement - reaching those at greatest risk and engaging effectively
- Targeted support - to manage and mitigate the impacts of UC
- Building resilience – towards long term responses (financial and employment)

To manage the increasing demand on our services and to prepare and manage the imminent wider roll out, Housing requires an additional Welfare Reform Officer whose role will enable them to switch between money advice (assist those that can't pay) and income recovery (deal with those that won't pay) depending on the flow of work. Beyond the current role out the officer will continue through in to the live stage (where all existing rather than new claimants go on to UC), as clearly additional support will be required to both give advice and collect the rent, which is being received directly by the tenant rather than the Council.

This additional post would enable the Income team to increase the range of advice and support offered to residents, so as to reduce the risks of rent arrears. The post would also identify, engage, target and support residents affected by UC and will play a key role in a busy team, working collaboratively with various partner agencies to mitigate the impact of UC on council tenants in Ashfield.

Other housing organisations have invested in more staff to deal with the changes in advance of the roll out, but anticipated roll out dates have changed considerably. Our approach is to act on a 'just in time' philosophy which means that no money has been wasted, though the time to act is now. As such a budget of £200k (total budget for three financial years) has already been approved to cover the costs of additional resources required to manage UC and deploy them at the specific time they are required for the service and its customers.

Whilst clearly there are operational reasons as to why the Council is increasing resources in this area, one should not overlook the fact that this is a mutually beneficial arrangement for the District's customers and residents. There has in recent weeks been significant publicity around the complexities of Universal Credit and the fact that a number of households will in fact be worse off under the new benefit. Customers must ensure they fulfil their obligations in order to receive the benefit (which has proved problematic and complex for some) whilst also many will be placed with stark choices to make as and when a larger single monthly payment is placed in to their bank account. The role of the Welfare Advisor will be to ensure customers fully understand their obligations and navigate the new Universal Credit system, whilst help and support will be given to manage their finances in such a way that they can meet their financial commitments, and also maintain their rent payments so as not to jeopardise their tenancy (and home) as well.

Implications

Corporate Plan:

This will support Corporate Plan priorities of:

- Offering additional tenancy support and money advice to our tenants
- Increasing financial capacity and tenancy sustainment
- Minimising homelessness through increased prevention

Legal:

In accordance with Financial Regulation B12, Cabinet must approve expenditure for a specific project from a reserve between £50,000 and £100,000.

Finance:

Budget Area	Implication
General Fund – Revenue Budget	None
General Fund – Capital Programme	None
Housing Revenue Account – Revenue Budget	Salary met from the approved HRA Welfare Reform Reserve.
Housing Revenue Account – Capital Programme	None

Risk:

Risk	Mitigation
Not employing the member of staff in a timely fashion will have a significant detrimental effect on rent collection and thus the HRA's ability to achieve its 30 year business plan.	Employ additional member of staff specifically to help tenants transition on to UC and maintain their rent payments

Human Resources:

As the proposal is for a 2 year fixed term contract a redundancy payment would be payable. Any appointment will be in line with the Recruitment and Selection Policy and Fixed Term Workers Regulations.

Equalities:

None – service is available to all with a strong focus on those who are potentially vulnerable. The recruitment process is available to all who meet the person specification skill set.

Other Implications:

None

Reason(s) for Urgency

Due to the wider roll out Universal Credit in Ashfield.

Reason(s) for Exemption

Not applicable

Background Papers

HRA Welfare Reform reserve – paper documenting planned use.

Report Author and Contact Officer

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