

Policy Committee

Wednesday, 17 April 2013 at 10:30

County Hall, County Hall, West Bridgford, Nottingham NG2 7QP

AGENDA

1	Minutes of last meeting held on 13th March 2013	3 - 6
2	Apologies for Absence	
3	Declarations of Interests by Members and Officers:- (see note below) (a) Disclosable Pecuniary Interests (b) Private Interests (pecuniary and non-pecuniary)	
4	Nottinghamshire Growth Plan	7 - 40
5	Improvement Programme - Update	41 - 44
6	Establishing HealthWatch Nottinghamshire - Progress Update	45 - 50
7	Statement of Community Involvement - Review	51 - 102
8	Work Programme	103 - 106

<u>Notes</u>

- (1) Councillors are advised to contact their Research Officer for details of any Group Meetings which are planned for this meeting.
- (2) Members of the public wishing to inspect "Background Papers" referred to in

the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

Customer Services Centre 0300 500 80 80

- (3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Procedure Rules. Those declaring must indicate the nature of their interest and the reasons for the declaration.
 - Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Chris Holmes (Tel. 0115 977 3714) or a colleague in Democratic Services prior to the meeting.
- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.



minutes

Meeting POLICY COMMITTEE

Date Wednesday, 13th March 2013 at 10:30am

membership

Persons absent are marked with 'A'

COUNCILLORS

Mrs Kay Cutts (Chairman)
Martin Suthers OBE (Vice-Chairman)

Reg Adair Philip Owen Joyce Bosnjak Alan Rhodes Richard Butler Α Ken Rigby Steve Carroll **Kevin Rostance** June Stendall John Clarke **Andy Stewart** John Cottee Richard Jackson **Brian Wombwell** Martin Wright Stan Heptinstall MBE

Mick Murphy

ALSO IN ATTENDANCE

Councillor Mel Shepherd MBE

OFFICERS IN ATTENDANCE

Mick Burrows (Chief Executive)

David Ebbage (Policy, Planning & Corporate Services)
Jayne Francis-Ward (Policy, Planning & Corporate Services)
Matthew Garrard (Policy, Planning & Corporate Services)
Chris Holmes (Policy, Planning & Corporate Services)
Chris Jones (Children, Families & Cultural Services)
Marie Lewis (Policy, Planning & Corporate Services)

Paul McKay (Adult Social Care, Health & Public Protection)

Celia Morris (Policy, Planning & Resources)

Anna Vincent (Policy, Planning & Corporate Services Michelle Welsh (Policy, Planning & Corporate Services)

MINUTES

The Minutes of the last meeting held on 13th February 2013 having been previously circulated were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Ken Rigby (Medical).

DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

None

TRANSFER OF PUBLIC HEALTH ASSETS & LIABILITIES FROM NOTTINGHAMSHIRE COUNTY AND BASSETLAW PRIMARY CARE TRUSTS TO NOTTINGHAMSHIRE COUNTY COUNCIL

An amendment to the recommendations was circulated to members at the start of the meeting.

RESOLVED 2013/028

- That authority be delegated to the Chief Executive in consultation with the Deputy Leader and the Chairman of the Finance and Property Committee to approve the final transfer schemes on 27th or 28th March on behalf of Nottinghamshire County Council.
- 2) That the financial risks identified in the report be noted and that a further report including a schedule of the premises referred to and details of rental agreements and an update on cost pressures be brought to the Policy Committee in 3 months' time.

PUBLIC SECTOR EQUALITY DUTY OBJECTIVES

RESOLVED 2013/029

That the Equality Objectives for 2013-14 be agreed.

YOUNG CARERS STRATEGY UPDATE

RESOLVED 2013/030

That it be noted that the recent review of the Young Carers Strategy concluded there was no need to make any substantive changes to it, but that the accompanying action plan should be updated.

<u>UPDATE OF POLICY AND STAFF GUIDANCE: REVIEWING PERSONAL</u> BUDGETS

RESOLVED 2013/031

That the Reviewing Policy for Personal Budgets and staff guidance attached to the report be approved.

Page 4 of 106

BENEFITS OF PURCHASING ANNUITIES FOR COUNCIL FUNDED RESIDENTIAL CARE

RESOLVED 2013/032

That approval be given to the completion of a desk top exercise and working with the Provider of Group Immediate needs Annuities to establish cost of taking an annuity approach forward.

ESTABLISHING A NOTTINGHAMSHIRE COMMUNITY FUND

RESOLVED 2013/033

- 1) That the establishment of the Nottinghamshire Community Fund in line with the terms set out in the report be approved.
- 2) That it be noted that the Corporate Director for Policy, Planning and Corporate Services in consultation with the Leader of the County Council, will, as an operational decision, determine and enter into Fund Agreement with the Nottinghamshire Community Foundation for the Nottinghamshire Community Fund.
- 3) The Chairman and Vice-Chairman of the Grant Aid Sub Committee be appointed to participate in award panel(s) for the Nottinghamshire Community Fund.

ARMED FORCES DAY 2013 AND REPLACEMENT OF MOSAIC OUTSIDE COUNTY HALL

RESOLVED 2013/034

That approval be given to design option one for the new memorial at County Hall for implementation as outlined in the appendix attached to the report.

WORK PROGRAMME

RESOLVED 2013/035

That the Committee's work programme be noted.

The meeting closed at 11.25 am.

CHAIRMAN M_13Mar2013



Report to Policy Committee

17 April 2013

Agenda Item: 4

REPORT OF THE LEADER OF THE COUNTY COUNCIL

NOTTINGHAMSHIRE GROWTH PLAN

Purpose of the Report

1. The purpose of this report is to seek Committee feedback and endorsement of the final version of the Nottinghamshire Growth Plan, following its public consultation.

Information and Advice

Background

- 2. The Nottinghamshire Growth Plan was initially developed during the summer of 2012, following targeted consultation with business leaders and stakeholders which helped to shape the first draft of the plan. The draft Growth Plan was launched for consultation in October 2012. The County Council facilitated this process, and also sought pledges towards the plan from key Nottinghamshire business leaders. The final version of the plan includes a list of the respondents to the consultation.
- 3. The Growth Plan consultation was publicised through the local media and on the County Council's website. In addition, targeted consultation took place through the Nottinghamshire Business Engagement Group (NBEG); Invest in Nottingham Club; Chamber of Commerce; Employment and Skills Board and Federation of Small Businesses. In terms of stakeholders, the Growth Plan was considered at the Nottinghamshire Leaders' meetings and the Chief Executives' Forum. A presentation on the Growth Plan was also given to the Cabinet of Gedling Borough Council at their request. The consultation process concluded in January 2013 with a dinner hosted by Nottinghamshire County Council for business leaders, which was attended by representatives of over forty of the County's most important companies.
- 4. Feedback to date has broadly welcomed the development of a Nottinghamshire Growth Plan, and the County Council's leadership in this regard. The final version of the plan being considered today incorporates much of the feedback, where practicable, and also sets out to present the County's growth opportunities with more ambition and energy. The plan retains its structure around the three key themes of Competitive Business Growth, Connectivity and Aspiration and Talent. Issues relating to confidence in the Nottinghamshire economy and promotion of the positive opportunities here are addressed throughout, as feedback suggested that they should be 'cross-cutting'.

Key objectives from the Growth Plan

- 5. Under the **Competitive Business Growth** theme, priorities relate to access to information and support and also access to finance, critically focussed on the new-start, micro and small end of the business spectrum. The County Council is already developing several activities in this area, including support for new-start businesses and entrepreneurs; micro-loan finance and peer-to-peer funding schemes and, on a much larger scale, the Nottinghamshire Investment Fund, which will deliver over £35 million of equity investment to companies in Nottingham and Nottinghamshire over the next seven years.
- 6. In addition, the concept of Nottinghamshire Business Investment Zones has proved popular through the consultation. The intention with this work is to identify a small number of development sites across Nottinghamshire that have the potential to deliver significant jobs growth and that are attractive to key growth sectors. These will then be collectively promoted through an investment campaign, building on the work already done to support the Enterprise Zone. County Council support for the proposed development at the Rolls Royce site in Hucknall is a practical example of how Business Investment Zones could be facilitated. This is subject of a separate report to the April County Council meeting.
- 7. An addition to this theme that came out of the consultation process was the potential for more concerted effort across the public and private sectors on the County's sporting potential. The Council's proposals for investment at Trent Bridge and Holme Pierrepont, alongside its Olympic legacy initiatives, were held up as potential foundations for a 'Sporting Quarter' alongside the Trent in the south of the County. This is explored further in the final version of the Plan.
- 8. The County Council's investment in infrastructure features strongly in the **Connectivity** theme of the Plan. Whilst feedback praised the County Council's investment to date in infrastructure projects, there was also a sense that businesses and stakeholders could not afford to sit back now that some major projects have got the go ahead. Investment in broadband was highlighted as a critical priority, and this will be delivered by the end of 2015 through the Council's Superfast Broadband programme. Encouraging business take up and more innovative use of broadband services is retained in the Plan, as it will be key to driving higher levels of growth, particularly in knowledge-based sectors.
- 9. Significant successes in terms of rail and road infrastructure were highlighted in the consultation version of the Plan. However, as with the above, feedback encouraged the County Council and partners to continue to push for greater investment, particularly in cross-County routes (i.e. Nottingham-Lincoln rail link; A57 improvements in Bassetlaw; A617 between Newark and Mansfield). The announcement on the HS2 station at Toton will enable major redevelopment and investment opportunities in the south-west of the County. Whilst there is a very

- long lead-in time for HS2, work can begin in the short-medium term on connections to the new station and employment land opportunities surrounding it.
- 10. The Plan outlines priorities around **Aspiration and Talent** which include ensuring that skills provision delivered by FE colleges and training providers can meet the needs of the future economy and deliver a workforce that adds to Nottinghamshire's wider offer. This work links directly to that of the D2N2 Local Enterprise Partnership, which is itself developing a D2N2 Skills Plan. Proposals in the Lord Heseltine Review on growth suggested that LEPs should be given direct control over funding for skills, and the Nottinghamshire Growth Plan will be a key lever for the County should this proposal be implemented.
- 11. More practical actions in this theme include extending the County's network of Work Clubs into more libraries; delivering a new Enterprise Club model; delivering above average growth in the number of apprenticeships being taken up and ensuring that the Nottinghamshire Youth Employment Strategy decisively tackles the problem of long-term unemployment in young people.
- 12. The Growth Plan itself contains further detail on the above and on other specific objectives and actions which are considered likely to enable growth in the medium term.

Resourcing the Plan and next steps

- 13. The County Council invests significantly in growth related projects across the County. Major schemes such as the A453 widening; broadband infrastructure; Mansfield and Worksop bus stations and Hucknall Inner Relief Road have all been enabled through capital contributions by the County Council. In addition, the Council has agreed a budget allocation in 2013-14 of £500,000 to support initiatives contained within the Youth Employment Strategy.
- 14. It is important, however, to recognise that the Nottinghamshire Growth Plan is a plan for businesses and stakeholders across the area, and not simply a plan for the County Council to deliver. The Council may need to play a leadership role in getting some new initiatives off the ground, but the expectation is that Government, European and business / partner resources will also be committed to driving the growth agenda in the County. To this end, a recent Economic Development Committee meeting approved expenditure of the Economic Development budget in 2013-14 on activities aligned with the Nottinghamshire Growth Plan.
- 15. Subject to Policy Committee endorsement, the Growth Plan will now be finalised and a more detailed action plan drawn up that will identify lead agencies / partners, resource implications and delivery milestones against the Plan's priorities.

Financial implications

16. Economic Development Committee considered its budget setting priorities in January 2013, and confirmed decisions which aligned investment priorities in 2013-14 to Growth Plan objectives and actions.

Statutory and Policy Implications

17. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

It is recommend that:

- 18. Committee note the County Council's contribution to elements of the Growth Plan through its economic development, infrastructure and young people's activities;
- 19. Committee endorse the final version of the Growth Plan for publication;
- 20. Committee approve the development of a Council response to the Nottinghamshire Growth Plan which will form the Council's Economic Development Strategy.

Report of the Leader of the County Council

For any enquiries about this report please contact: Celia Morris Tel: 0115 977 72043

Finance comments [TMR 09.04.2013]

The financial implications are set out in the report.

Constitutional comments [SHB 09.04.2013]

Committee have power to determine the Recommendations.

Background Papers

Nottinghamshire Growth Plan.

Economic Development Committee report on budget, 22nd January 2013.

Electoral Division(s) and Member(s) Affected

ΑII

NOTINGHAMSHIRE GROWNTH



CONTENTS

INTRODUCTION	Page 5
STRENGTHS AND CHALLENGES	
Building on the county's strengths	Page 6
Business perspectives	Page 6
Economic performance	Page 7
Employment and skills	Page 8
Infrastructure	Page 9
THEME ONE	
Competitive business growth	Page 11
THEME TWO	
Connectivity	Page 15
THEME THREE	
Aspiration and talent	Page 19
REFERENCES	Page 21
ACTION PLANS	Page i



FOREWORD



Nottinghamshire has always been the home of my company, like many other we enjoy a global reputation with a rapidly expanding market share, international reach and strong supply chain. As a local business, my priorities are clear. I want to:

- consolidate and enhance the performance of my company
- attract greater investment in our products and facilities
- stay ahead of my competitors through continual innovation, workforce development and new partnerships
- deliver economic benefit to the local area, through employment, supply chain opportunities
- help build an international reputation as a great and friendly place to do business.

These priorities apply equally to the economic growth of Nottinghamshire - something that we can all share and have a real stake in. They underpin the proposals in the Growth Plan, which sets out how we can pull together to harness the economic potential of Nottinghamshire's businesses, people, assets and its location.

I have been involved in the creation of this Growth Plan from the outset, both in my role as a local business but also as a Board member of the D2N2 Local Enterprise Partnership, and through my participation in Nottinghamshire's Business Engagement Group. The enthusiasm and ambition of Nottinghamshire's business leaders and stakeholders has been genuinely impressive, the relationship between the public and private sector is very positive and provides a real strength for us all. I am grateful to all of those who have taken the time and energy to contribute to our plan.

There is a great sense of confidence about our plan, and a real desire to kick start and drive forward economic growth across the county and the city as a whole. I am proud to present the Nottinghamshire Growth Plan to you, and look forward to working with you in the future on the delivery of our shared aims and aspirations.

Trevor Fletcher

MD and Chairman, Hardstaff Group.



INTRODUCTION

Partners in Nottinghamshire are working together to stimulate economic growth and, crucially, create more and better quality jobs within the county. This Nottinghamshire Growth Plan sets out the critical actions that will help drive positive change and provides a framework to secure and guide resources for future investment.

Nottinghamshire has its own distinctive character and needs a clear focus. The Growth Plan forms a key input to building the priorities for the D2N2 Local Enterprise Partnership. There are also areas of close linkage with the Nottingham City Growth Plan and a number of actions will therefore be delivered jointly. The Plan was prepared through a series of discussions with key stakeholders and following publication as a draft, extensive consultation has added more depth and detail. Key themes emerging were:

- the need to be ambitious for the county;
- to be forward looking and not rest on recent achievements; and
- to be clear about the actions that needed to be taken to deliver success who needs to do what.

It is a plan for growth and investment across the whole of Nottinghamshire. It recognises that a concerted effort from business and public sector communities will be needed to deliver the actions identified.

The following principles underpin the Growth Plan approach:

- Higher-level, strategic and county-wide ambitions are designed to reflect the diversity of different district-level activity and needs
- It operates within a wider subregion approach that reflects D2N2 Local Enterprise Partnership priorities
- Opportunities and challenges will be profiled with a focus on business growth

It provides a stronger voice at a local, regional and national level that will help us to make a strong case for further investment and freedoms and flexibilities from Government that will help us achieve our ambitions.

Nottinghamshire has a significant part to play in delivering the growth ambitions of the D2N2 Local Enterprise Partnership. The county is home to many of the area's outstanding businesses and a wealth of assets in terms of its people, places and opportunities. This Nottinghamshire Growth Plan will act as a platform for D2N2 delivery in Nottinghamshire, and will support future work towards securing a Local Growth Deal.



STRENGTHS AND CHALLENGES

Building on the county's strengths

Confidence is critical when creating an environment which allows an area to flourish. Business leaders recognise the need to create a powerful and positive narrative that builds on Nottinghamshire's many achievements and unique selling points.

Nottinghamshire is rapidly becoming one of the best connected counties in England with an enviable central location; and excellent air, road and rail links that are all undergoing significant improvement over the coming years. Digital connectivity is also set for significant enhancement.

It is home to a highly motivated, skilled and diverse workforce. Schools' performance is the best it has been for over 20 years. The county also has a strong record of getting young people into apprenticeships, building an important skills base for the future. It has a number of high performing and innovative FE Colleges and two internationally-recognised universities.

Its people are known for their friendly and welcoming nature with a youthful and creative outlook. They have also adapted well to change over the years as the business landscape has changed significantly. Businesses also comment favourably on the excellent working relationships between our respective local authorities and the business community, and the "can do" attitude to partnership working.

A strong manufacturing tradition has been supported by the growth of many new and creative sectors. A drive to make superfast broadband available to at least 90% of businesses and residents will support this ambition.

Nottinghamshire also boasts a strong identity that includes globally recognised icons in the legendary folklore character of Robin Hood alongside the literary giants of Byron and DH Lawrence. It can also claim important landmarks in history that includes the county being the starting point for both the Pilgrim Fathers' history-changing journey and the English Civil War. There is potential to further develop the tourism offer around some of these strong historical landmarks and legends, and investment in new attractions. Major new developments at Sherwood Forest and changes at Nottingham Castle mean that those visiting to experience the Robin Hood legend will be able to enjoy a wider and more satisfying experience.

The strong and vibrant image of the county is supported by an impressive sporting heritage with famous football clubs and a world-renowned Test cricket venue in Trent Bridge, while a major investment programme for the National Watersports Centre will see a range of new visitor facilities being created.

Harnessing this into a coherent sense of place, along with the Growth Plan's focus and purpose, will help Nottinghamshire's economy to prosper and flourish.

Business perspectives

The views and priorities of Nottinghamshire's business leaders and key business partner organisations have been incorporated into the Growth Plan.

In line with the national and global picture, many businesses report a challenging operating business environment. Yet, the county is starting to see clear signs of growth in terms of recruitment although access to finances continues to be a concern for many smaller firms. The Federation of Small Businesses reported that the bank lending squeeze had resulted in 4 in 10 small firms being refused credit. However, the business start-up rate in the county is strong, and outpaces many of the county's neighbours.

FACTS & FIGURES

Economic performance

The Local Futures Sub-Region Profile, commissioned by Nottinghamshire County Council in July 2012, provides an overview of the economic challenges.

Manufacturing continues to play an important role and at 13.5% of economic output is significantly higher than the UK average (10.5%). Much of this employment is concentrated along the M1 and A1 corridors. Manufacturing (including engineering) can be highly productive - on average its contribution to gross value added (GVA) (the productivity of an area), is twice that of other sectors and Nottinghamshire has a sound economic base to help further clustering and increased productivity. There are opportunities to build this base further in regard to the wider export market. Nottinghamshire's businesses have a good record in exports and it will be important to ensure that this is sustained and enhanced. Exports from the region are increasing by 11% - significantly greater than domestic sales. UK Trade & Investment (UKTI) has commented that whilst at best 20% of companies export, they account for 60% of annual productivity growth and 70% of innovation.

A dynamic local enterprise culture is vital for the long-term competitiveness and success of an economy and business stock is growing faster in Nottinghamshire than the average for the region. However, the number of businesses per head of population remains disappointingly low. Self-employment rates are 8.4%, compared with 12% nationally.

Whilst earnings, GVA and the employment base are all around the average for the country, the number in employment decreased by 1.9% between 2009 and 2010.

Nottinghamshire's performance in terms of the knowledge economy is variable: employment in knowledge-driven production (e.g. aerospace, chemicals, energy, printing) is below the national median, but employment in knowledge-driven services (e.g. IT, R&D, finance) is above the national average, placing Nottinghamshire in the top 40% of sub-regions. The county has seen recent growth in these sectors at a time when employment in knowledge-based sectors is declining nationally.

- There are 26,765 registered small businesses in Nottinghamshire (under 50 employees), making up 97% of the business stock.
- There are 825 medium sized businesses (employing between 50 to 249 people) and 120 large businesses (employing over 250 people) in the county.
- 42,000 Nottinghamshire people are self-employed, out of a total workforce of 289,100.
- 39,000 people (13.5% of active workforce) are employed in manufacturing and the county is home to a number of globally significant companies.

Employment and skills

Employment growth is a primary objective with an aim to increase both GVA and local income rates. In Nottinghamshire, while the employment base and GVA are around the middle range, incomes across the county are towards the bottom range with some variations. This offers a competitive labour market for expanding and incoming businesses but also points to the need to develop more high value businesses.

The Nottingham City Growth Plan highlights how the workforce of many of the city's businesses is drawn from the wider county area. Within the county there are a number of local labour markets that include the city of Nottingham, Mansfield and Ashfield, Newark, and some parts of Bassetlaw which face towards South Yorkshire. Building connectivity, the skills base and a strong local, national and international reputation will assist employment growth.

Nottinghamshire has a relatively young population with an average age of 38 years. Also in terms of the 15-24 year old range, the county enjoys one of the highest proportions in the country at just under 15%. This signals not only a demand for skills and training activity but also a supply of a younger workforce for employers. While the youth unemployment rate in Nottinghamshire is 8.2%, there are wide disparities between districts with the highest in Ashfield at 11.2% and the lowest in Rushcliffe at 4.1%.

In terms of unemployment rates, Nottinghamshire still ranks high although there are wide district variations. For example, in Ashfield 9.6% of economically active people were not in work, compared to 5.3% in Rushcliffe.

Significant improvements in GCSE results in the last few years will provide employers access to a more highly skilled workforce. There are, however, challenges in getting young job applicants work ready. Helping our young people to make the right learning and career choices linked to what the labour market needs will be key to realising their potential.

Nottinghamshire has a strong record of young people entering apprenticeships at over 15%, and efforts to tackle the NEET (not in education, employment or training) issue have also resulted in a significant drop in numbers.

The number of residents of working age qualified to degree level is 21.4% compared to the national figure of 24.3%. The north of the county, generally speaking, has lower skills levels compared to the south.

The growth of the knowledge economy is strongly linked to the availability of higher level skills and so supporting this development will encourage a structural change that will improve prospects for longer-term employment growth and higher incomes.

FACTS & FIGURES

- Over 60% of Nottinghamshire's students achieved five or more A* to C grades in 2012, taking the county's performance above the national average for the first time.
- 24.2% of Nottinghamshire's adult population are educated to NVQ level 3 (equivalent to 2 or more A levels), higher than the national average of 22.7%.
- Nottinghamshire's two universities have a student population in excess of 58,000, contributing to a generally younger population profile than the national average.

FACTS & FIGURES

Infrastructure

Effective networks for transport and other types of connectivity, including broadband, are crucial in terms of stimulating the conditions for growth and investment.

A major strength for Nottinghamshire is its central location together with its existing and planned transport links. The M1 and A1 both provide excellent north-south connections. In addition, further enhancements to the transport infrastructure are imminent, and should improve east-west connectivity.

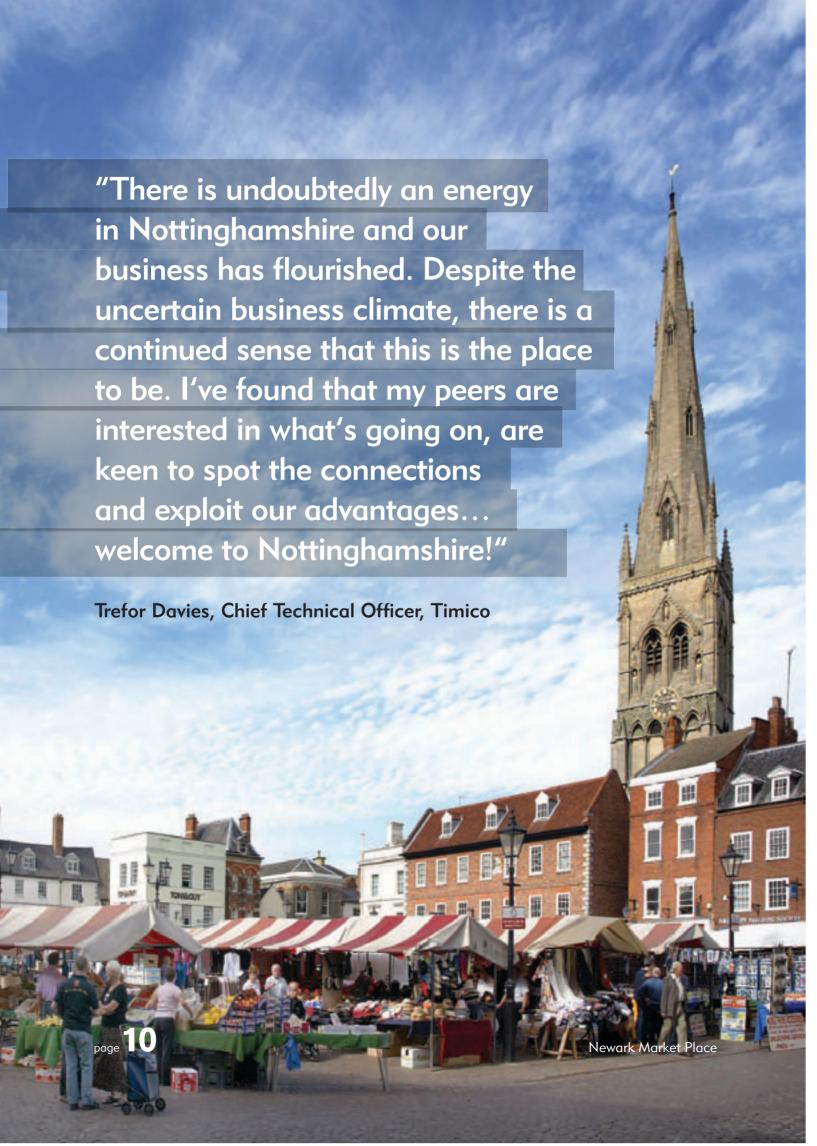
A significant investment in broadband will see superfast connections rolled out to areas where the private sector would not consider economically viable. This will further enhance the economic attractiveness of the area for investors and employers.

Housing growth, as outlined in local planning strategies, remains a key contributor to growth and is an important confidence indicator. Large scale housing developments can unlock wider employment opportunities and infrastructure.

A significant opportunity is the large amount of industrial and commercial land and property available to support future growth, although this will require promotion of the area's benefits alongside improvements to infrastructure to make such opportunities commercially attractive for investment.

• Investment of £17 million has been secured to transform Nottinghamshire's broadband infrastructure and ensure that at least 90% of the county's premises can access superfast broadband services by 2015.

- Nottinghamshire continues to attract infrastructure investment through schemes such as:
 - A46 widening (£362 million)
 - A453 widening (£168 million)
 - Mansfield bus station (£12 million)
 - · Hucknall inner relief road (£12 million) and
 - Midland Mainline electrification (£800 million).



THEME ONE

COMPETITIVE BUSINESS GROWTH



Nottinghamshire's economic landscape has undergone a structural transformation as it has witnessed small businesses and start-ups across a range of sectors gradually replace domination by large employers in traditional industries.

The county has a strong manufacturing low carbon and environmental goods base and has some of the UK's most cutting edge businesses in this sector. Food and drink manufacturing and construction have also been identified as strategic priorities in Nottinghamshire by the D2N2 LEP. These are likely to create the greatest economic growth, whereas business services, health and care, retail, the visitor economy and logistics are also likely to generate employment opportunities.

Creating conditions for business start-ups and their survival will be important in unlocking growth. Confidence remains fragile but some individual businesses are achieving high growth rates and this optimism needs to be promoted and built upon. Changes to the reach and scale of business support have resulted in much reduced provision. However, local networks are thriving with new sector-based groupings evolving to work collaboratively and to trade and develop local supply chains. Innovation focused new business starts and micro-businesses are thriving, particularly within the three innovation centres.

Businesses are keen to champion Nottinghamshire and its thriving business-base and to play their part in attracting new investment and seeking markets further afield, particularly in under exploited areas. We need to be more effective at informing new and existing exporters as to what advice and support is available. Nottinghamshire's inward investment offer and how it is delivered also needs to be reviewed, in order to attract more businesses to the area.

Small businesses are still struggling to win public sector contracts despite local authorities' efforts to make it easier. Many public sector construction projects are procured via 'aggregation of projects' and framework agreements, which tend to exclude smaller local enterprises from the process. Greater collaboration through supply chain development and promotion of procurement opportunities is vital to small businesses.

Nationally, over 70% of businesses do not employ graduates and the position is similar in Nottinghamshire. There are two high quality universities in the county as well as two in Sheffield and others in Derby and Lincoln, so there is a wealth of talent in and around the county. More opportunities need to be created for graduates to use their knowledge within county firms and, at the same time, to help local businesses develop new products and processes and enter new markets.



Confidence in the economy is also enhanced by a vibrant visitor offer which generates positive PR about Nottinghamshire within the wider country and beyond. Tourism based businesses account for over 24,000 jobs in Nottinghamshire and the sector contributes over £1.3 billion to the county's GDP each year. There is much scope to grow this, with Visit England projecting a 5% growth in tourism earnings in the county by 2020. Within this context, the County Council is committed to ensuring that Sherwood Forest, home of Robin Hood, hosts a modern and exciting visitor centre and attraction. In order to achieve this, the Discovery Group has recently been appointed as an operating partner to create a new all year round visitor and tourist attraction on land owned by the Council opposite the Sherwood Forest site.

Another area worthy of attention is the River Trent corridor. This is the location for the area's major sporting facilities including Trent Bridge Cricket Ground; Nottingham Forest's City Ground; Meadow Lane, home to Notts County and Nottingham Rugby Club; National Water Sports Centre; Nottingham Racecourse; Nottingham Sailing Club; and Nottingham Rowing Clubs. The value of the sport visitor economy has increasingly become recognised as a key economic driver and provides international profile opportunities for the County. There is potential to promote this area as a Sporting Quarter, building on planned investments at, for example, the National Watersports Centre.

OUR OBJECTIVE

Create an environment that allows businesses to flourish, where creativity and innovation are valued, investment is facilitated, entrepreneurs are encouraged and established businesses can prosper.

PRIORITY ACTIONS

Investing in growth

- Refresh our inward investment strategy in conjunction with partners
 to identify ways of funding a more proactive approach going forward.
 This review will also examine, with Invest in Nottingham and the District
 Councils, how previous inward investors with potential for further growth
 can be helped to overcome obstacles and succeed.
- Complement high-growth programmes with additional targeted support through the Nottinghamshire Innovation Centre network.
- Working jointly with the City Council, address challenges in access to finance by establishing the:
- Nottinghamshire Investment Fund, backed by local pension funds and private sector investors to help early stage 'Investment-ready' growth enterprises in the Nottinghamshire. Investments of £100k to £1m and, in exceptional circumstances, up to £5m;
- Nottingham Technology Grant Fund (NTech) to offer grants to health and life sciences, digital content and cleantech businesses in Nottinghamshire. Grants of between £25K £1m will be available.

- Nottinghamshire partners will work with UKTI to promote growth and exploit international market opportunities by better connecting businesses to existing activities, and facilitating connections between existing successful exporters and those with ambitions for growth.
- In addition, the County Council will provide investment to Nottinghamshire companies through a peer-to-peer fund which will increase opportunities for businesses to get the backing they need to fund growth.
- Scope out the potential for a new Sporting Quarter with the overall objective of harnessing the growth in local sport, leisure and health sectors as an economic driver, creating county-wide business and employment opportunities.
- Develop a low carbon business investment plan and prospectus in conjunction with the D2N2 Local Enterprise Partnership. This would include supporting the development of a world leading Low Carbon Vehicle Technology Park and training campus at the Hardstaff Group site close to the A453 / M1.
- In conjunction with the National Farmers Union, undertake a proactive campaign to highlight to the local farming community the emerging commercial markets in renewable energy crops and heat/power generation. We will also examine the potential to develop former colliery sites into "Energy Parks" as a location for wind and solar energy, methane gas extraction and the use of warm mine water as a renewable source of heating and cooling.

Supporting business

- Develop an information portal that includes all the available business support products, service providers and funding streams in order to increase take-up and business survival rates.
- Deliver improvements to opportunities for accessing public sector procurement so that more SMEs can win local contracts. Give consideration to promoting a clause in all new public sector procurement contracts to ensure that primary contractors are responsible for passing on the prompt payments made to them.
- Work with UKTI and Invest in Nottingham to promote Nottinghamshire businesses' participation in a regional network for companies engaged in exporting - the East Midlands International Trade Association (EMITA).
- Work with local universities to explore ways in which Nottinghamshire businesses can be encouraged to recruit graduates and to develop more opportunities for placements and internships.

Championing the county

- Following the review of inward investment activities, establish a Nottinghamshire Ambassadors' Group within the Invest in Nottingham framework to champion businesses and promote our success stories.
- Deliver promotional campaigns to attract new business, sport and leisure visitors to Nottinghamshire, thereby contributing to overall increases in the visitor economy for the county.



THEME TWO CONNECTIVITY



Nottinghamshire is rapidly becoming one of the best-connected counties in England and a number of imminent road and rail improvements will further enhance this critical business factor. The Midland Mainline improvements will see journey times to London come down to 90 minutes whilst the East Coast Main Line is a vital attribute for parts of the county. The announcement that HS2 will have a station at Toton serving Nottinghamshire provides a long term opportunity to further enhance connectivity. Although the scheme will not be operational until 2032, it is important that preparatory work is undertaken in order to maximise the future impact of this investment.

The long-awaited dualling of the A453 will provide another high-speed link to the M1 and access to East Midlands Airport. The airport has grown to be a major economic driver in the region. It is the UK's major freight hub and annually serves 4.3 million passengers flying to over 90 destinations. The importance of East Midlands Airport to the region is set to grow substantially as it adds more flight destinations and builds on its growing role as an international freight hub. To the north of the county, Robin Hood Airport will see access improved with a direct link to the M18 planned for opening in 2014, and efforts will continue to attract long haul flights to take advantage of its runway capacity.

Mansfield's new public transport interchange will bring together the new £9 million bus station and the train station to provide better interchange between modes of travel.

As these projects get implemented, future challenges will be to improve east-west connectivity across the county and also make better links between transport hubs. A key challenge will also be how to deliver integrated transport links to East Midlands Airport.

The lack of a strategic approach to key employment sites has led to a fragmented and local perspective at the expense of a focus on which sites have the better market potential. Employment sites promoted alone struggle to secure the interest from the market and to secure funding for required infrastructure and services.

Another connectivity issue critical to business is access to high-speed broadband. Nottinghamshire has successfully bid for Government money that will allow broadband speeds to be increased in areas where it is economically unviable for the private sector to invest. When complete in 2015, 90% of all Nottinghamshire premises will have access to superfast broadband. Delivery of high-speed broadband will provide a platform for business growth and expansion in previously unattractive areas. The County Council has also delivered a demand stimulation programme for businesses through a series of free training and awareness raising sessions. This has improved business readiness to increase their use of online technologies and encourage innovation in using higher broadband speeds. The aim is to increase take-up to be at or above the rate of the UK in rural areas of Nottinghamshire.



The county's market towns and village centres are popular places to live and have vibrant communities. They are important assets providing jobs, services and opportunities but some larger centres have declined with the closure of anchor businesses, and villages suffer through the loss of their pub and post office. Investment in these areas needs to be sustained if the existing offer is to be maintained and then for diversity to be enhanced. There is potential to explore the Business Improvement District (BID) model and also to ensure that investment through the Local Improvement Scheme has a greater economic focus.

OUR OBJECTIVE

Forge Nottinghamshire's enviable infrastructure networks into one of the best connected counties, driving investment and creating new jobs.

PRIORITY ACTIONS

Investing in growth

- Deliver early phases of the Nottinghamshire Enterprise Zone swiftly and innovatively, utilising new flexibilities in planning and business rates.
- Deliver superfast broadband to 90% of businesses and residences across
 the county through a multi-million pound investment. At the same
 time, create increased awareness and knowledge among businesses
 of the potential of the new broadband technologies, and promote the
 attractiveness of rural areas as business locations
- Increase investment in the vibrancy of market towns to deliver more accessible and resilient retail and service sectors by promoting the BID model to other parts of the county.
- Enhance the economic impact of schemes delivered through the Local Improvement Scheme in consultation with local business / trader groups located within the county's market towns.

Supporting business

- Maintain pressure on key agencies to deliver major infrastructure improvements such as the A453 and Midland Mainline, and ensure that the needs of businesses are taken into account.
- Promote the benefits of this increased connectivity to potential inward investors and indigenous companies that are looking to expand.
- Focus on developing and promoting key new transport hubs such as East Midlands Parkway and plan for the future HS2 investment at Toton Sidings.

Championing the county

- In order to attract investment to strategic inward investment sites, a small number will be designated as Business Investment Zones and proactively marketed. The proposed business park at Rolls Royce Hucknall, for example, looks to have significant potential for growth but requires support in bringing it to the market.
- Work will also take place to consider if joint public and private sector financial packages can be assembled to support the initial up-front costs faced by companies locating their activities to such sites. We will establish a Nottinghamshire Developers' Forum that will be able to lobby for the fast-tracking of key sites.
- Prioritise and invest in key housing sites across the county, working closely
 with planners, developers and landowners and District Councils to ensure
 that sites are brought to market quickly and effectively to release further
 investment into surrounding areas.

"Young people are key to our future. When investing in apprenticeships and trainees we need to know that we have the talent and support for success. Through our partnership with Nottinghamshire colleges, in addition to initiatives in preparing young people for work, we are confident we have the talent for providing skills and growth in Nottinghamshire."

Paul Clifford, Managing Director, Advanex Europe Ltd

THEME THREE

ASPIRATION AND TALENT





Education performance in Nottinghamshire continues to improve at a rate that is above the national average, underpinning efforts to develop a skilled and adaptable workforce in the future. In addition to this overall progress, a strong focus on Science, Technology, Engineering and Maths (STEM) subjects will provide a link to jobs with progression routes in both manufacturing and many service sector jobs.

The need for young people to be more "work ready" is a persistent comment from county businesses. Academic success needs to be matched by qualities such as punctuality, customer care and team working. Work experience and internships have a critical contribution to make, and businesses have an opportunity to shape the future workforce.

Nottinghamshire's colleges are a critical component in developing the pipeline of talent for the county's economy. They have a difficult task in balancing the individual ambitions of learners and responding to business needs. Too many young people simply choose to take academic subjects that they like, but do not prepare them for the world of work. Greater awareness of the opportunities of pursuing vocational routes to training, such as fully funded apprenticeships at 16-18, would help in this regard. Information and guidance is critical to ensure learning choices are more closely linked to a realistic understanding of employment opportunities, yet provision is becoming more fragmented.

Youth unemployment has been growing since 2005 and the transition from learning to work has become increasingly difficult. There has been increased competition for jobs, fewer entry level opportunities and rising aspirations amongst young people without an understanding of the realities of the labour market.

Forecast growth in knowledge intensive sectors will mean demand for higher levels of skills. Increasing the share of apprentices working towards a Level 3, 4 or 5 is important in order to meet increasing demand for higher level skills due to industrial and technological change, and to meet current requirements for technician level skills related to manufacturing. This is particularly important in engineering where an ageing workforce means those retiring with high level skills will need to be replaced.

In parts of the county, there is a historical legacy of 'low skills, low pay', although this has started to change in recent years. The resurgence in manufacturing and engineering is helping to grow the economy locally, and enabling local people to develop higher level skills and ambitions. A new approach to fostering an enterprise culture with young people is needed, along with a greater focus on business and job opportunities that would encourage the retention of graduates and more highly-skilled workers.

OUR OBJECTIVE

Increase the competitiveness of Nottinghamshire by creating the conditions to grow an increasingly skilled and productive workforce.

PRIORITY ACTIONS

Investing in growth

- Deliver the Nottinghamshire Youth Employment Strategy to tackle high levels of youth unemployment by assisting employers to connect with young people, preparing young people for work and making it easier for them to be recruited.
- Work with all schools, colleges and young people's organisations to address the skills, aptitude and attitude of young people entering the workplace for the first time.
- Deliver a local approach to business-focused activity in schools and broker a better relationship between local business leaders and schools, in order to maximize the development of vocational and enterprise development programmes.
- Focus on encouraging young people to make the right career choices and follow structured routes into employment. Work with the proposed D2N2 LEP Labour Market Observatory to link labour market intelligence to those providing information, advice and guidance.

Supporting business

- Work with the Nottinghamshire City and County Employment and Skills
 Board to enable businesses to take ownership over skills training in key
 industrial sectors, ensuring that they can directly influence workforce
 development and business support. This will ensure that the county has an
 attractive workforce offer for inward investors and growing businesses.
- Expand the programme of support for Nottinghamshire Work Clubs, which have been successful in helping people out of work give practical support and encouragement to each other to find the right route back into employment through innovative new partnerships with providers and businesses. Increased efforts will be made to link more businesses into Work Clubs to support the training and recruitment of local staff.
- Ensure improved awareness of the options for vocational training is raised at an early age for young people and their parents and guardians.
- Promote apprenticeship provision and take-up at Level 3 and above in growth industries such as finance and business services, engineering and low carbon industries.



REFERENCES



ACTION PLANS

⊘ BUSINESS GROWTH **⊘** CONNECTIVITY

Business Investment Zones (NBIZ)			
ACTIONS	TIMESCALE	OUTCOMES	LEAD
Undertake a review of potential county employment sites. Following this appraisal designate a maximum of 6-7 sites as Business Investment Zones with the greatest potential for employment growth	Oct 2013	Identify and agree NBIZ sites Deliver an investment campaign to promote NBIZ	County Council / Invest in Nottingham
Working with the developers, examine the practicalities of assembling joint public-private investment packages to support companies moving to the Business Investment Zones	March 2014	Financial packages assembled to strengthen the county's inward investment offer	County / District Councils / Developers
Examine how constraints identified at the BIZ assessment stage can be tackled to make the respective development sites more attractive to potential investors	March 2014	Action plans for each site designed to bring forward new investment	County / District Councils / Developers

BUSINESS GROWTH

Nottingham Investment Fund; Nottingham Technology Grant Fund				
ACTIONS	TIMESCALE	OUTCOMES	LEAD	
Appoint a fund manager and create a private sector investment advisory panel	March 2013	Fund manager appointed	Foresight	
Market the availability of funds to local companies via various county-wide business networks	April 2013 onwards	Marketing campaign launched	County and City Councils	
Establish an effective system for monitoring take up and impact of the investments	April 2014	8 Nottinghamshire companies accessing investment funds per year		
Peer-to-peer investment fund				
Contribute up to £50,000 towards peer-to-peer investment in Nottinghamshire through an online model	April 2013	Contract signed with peer-to-peer fund manager	County Council + fund manager	
NCC to attract further investment from the business community and individuals	March 2014	£50,000 of additional funding contributed 30 loans offered		

Page 33 OI TUO

❷ BUSINESS GROWTH

BUSINESS GROWTH CONNECTIVITY

Export			
ACTIONS	TIMESCALE	OUTCOMES	LEAD
Promote export growth by exploiting international market opportunities	Ongoing	To be confirmed	UKTI / D2N2
Connect existing successful exporters and those with ambitions for growth	Sept 2013	Pilot programme delivered	UKTI / D2N2
Work with UK Trade & Investment (UKTI) to promote Nottinghamshire businesses participation in regional network for companies engaged in exporting - the East Midlands International Trade Association (EMITA).	March 2014	Increased networking leading to greater knowledge of markets and improved opportunities for success	UKTI

O BUSINESS GROWTH CONNECTIVITY					
Promoting growth					
ACTIONS	TIMESCALE	OUTCOMES	LEAD		
Complement high-growth programmes with targeted support through the Nottinghamshire Innovation Centre Network	March 2016	Increased graduation rates from Nottinghamshire Innovation Centres Increased occupancy at centres	Oxford innovation		
Deliver a business information portal that translates existing products / funding opportunities for Nottinghamshire businesses	April 2013	Increased take-up of business support in Nottinghamshire Greater success of Nottinghamshire businesses in accessing funds	DNCC		

BUSINESS GROWTH

Inward investment			
ACTIONS	TIMESCALE	OUTCOMES	LEAD
Refresh the strategic approach to inward investment	October 2013	Dependent on outcome of review, but could be: Increased conversion of enquiries	Invest in Nottingham
Establish a Nottinghamshire Ambassadors' Group within the Invest in Nottingham framework to champion businesses and promote our success stories	March 2014	Ambassadors Group established to provide business input and expertise in refreshed approach to inward investment	County Council

Page 34 OI TUO

❷ BUSINESS GROWTH

Supply chain development			
ACTIONS	TIMESCALE	OUTCOMES	LEAD
Deliver improvements to opportunities for accessing public sector contracts / procurement so that more SMEs can win local contracts	Ongoing	% of public sector procurement going to Nottinghamshire firms	County Council / public sector partners
Give consideration to promoting a clause in all new public sector procurement contracts to ensure that primary contractors were responsible for passing on the prompt payments made to them	October 2013	% of contracts including clauses to demand prompt supply chain payment	County Council / public sector partners

		BUSINESS GROWTH	CONNECTIVITY
Visitor economy			
ACTIONS	TIMESCALE	OUTCOMES	LEAD
Deliver promotional campaigns to attract new business, sport and leisure visitors to Nottinghamshire, increasing the overall contribution of tourism	Ongoing	5% year-on-year increase in visitor numbers	Experience Notts
to the economy		5% year-on-year increase in visitor spend	
Support the development and future promotion of a new Sherwood Forest Visitor Centre to create an internationally recognised visitor facility	Spring 2015	65 new jobs	Discovery Group / County Council
Polest visitor Centre to create an internationally recognised visitor facility		50% increase in visitor numbers	County Council
Deliver private sector investment in new facilities and visitor amenities at the National Water Sports Centre	Spring 2015	25 new jobs	Serco / County Council
the National Water oponio Gentic		Private sector investment of £4 million secured	Council
Support the delivery of a new attraction focused on the English Civil War and Nottinghamshire's connection to it	End 2014	33 new jobs	Newark and Sherwood DC
and Nothinghamshire's connection to it		40,850 visitor numbers	Sherwood DC
		£1.3m tourist spend achieved for the area	
Scope out the potential for a new attraction based on the history of the Pilgrim Fathers in Bassetlaw	March 2015	Feasibility study completed	County and Bassetlaw District Council

⊘ BUSINESS GROWTH **⊘** CONNECTIVITY



Sector growth			
ACTIONS	TIMESCALE	OUTCOMES	LEAD
Develop plans with the D2N2 LEP for the growth of the advanced manufacturing and food and drink sectors in the county	March 2014	Sector plans developed and aligned with D2N2 LEP	County Council / D2N2
,		Funds secured to drive growth	
Support the development of a £30 million investment in a new Energy Valley in Nottinghamshire	2014-2017	Creation of a new business and technology park focussed on low carbon energy production	Hardstaff Group / County Council
Research scope for former colliery sites to become Energy Parks	Dec 2013	Scoping document published	County Council
Undertake a proactive campaign to highlight to the local farming community the emerging commercial markets in renewable energy crops and heat/power generation	Sept 2013-2014	Development of an energy crops supply chain	NFU / County Council
Develop initial scope for a Sporting Quarter to harness growth in local sport, leisure and health sectors	October 2014	Scope agreed Funding secured for further capital improvements	County and City Councils / sporting bodies

⊘ CONNECTIVITY **⊘** BUSINESS GROWTH

Enterprise Zone			
ACTIONS	TIMESCALE	OUTCOMES	LEAD
Deliver early phases of the Nottingham Enterprise Zone swiftly and innovatively, utilising new flexibilities in business rates and planning	March 2014	Sites become investor ready	D2N2

♥ CONNECTIVITY ♥ BUSINESS GROW

					_		_	\sim		_	ч.
	Ю.		A I I	-0	C (-1	\frown	٧.1		L
	-	USI			-	•	. 4		U A		
	_	•••			<u> </u>	9		•	υ.		ш

Superfast broadband					
ACTIONS	TIMESCALE	OUTCOMES	LEAD		
Deliver superfast broadband to over 90% of Nottinghamshire's business and residents	Dec 2015	Premises passed by superfast broadband to exceed 90%	County Council / supplier		
Encourage superfast broadband take-up that is higher than the national average of 20%	Dec 2016	Take-up rate to exceed national average (this will instigate reinvestment of additional revenue generated)			
Prioritise broadband improvements to the Enterprise Zone and business parks	March 2014	Superfast broadband available in business parks and Enterprise Zone			

⊘ CONNECTIVITY **⊘** BUSINESS GROWTH

Market towns			
ACTIONS	TIMESCALE	OUTCOMES	LEAD
Increase investment in the vibrancy of market towns to deliver more accessible and resilient retail and service sectors by promoting the Business Improvement District (BID) model to other parts of the county	From March 2014	Fall in % of empty retail units New BID models established	District / Borough Council partners Trade associations
		New markets established	



Infrastructure					
ACTIONS	TIMESCALE	OUTCOMES	LEAD		
Deliver widening improvements to the A453	March 2015	Widened road will significantly improve access to the M1 and airport	Highways Agency / County Council		
Upgrade M1 between junctions 28 and 31	Dec 2016	Widened road will significantly reduce delays between Nottinghamshire and South Yorkshire	Highways Agency		
Deliver a masterplan for the Toton station of HS2 and the surrounding area. This should include addressing issues of onward connectivity	Dec 2016	Safeguard employment land in the area	County and City Councils		
area. This should include addressing issues of offward connectivity		Develop proposals to link Toton HS2 to Nottingham			
Deliver electrification of the Midland Mainline	Dec 2015	Faster journey times between Nottinghamshire and London	Network Rail		
Deliver improved services on the Nottingham – Lincoln line	Dec 2014	Faster and more frequent connections between Nottingham and Lincoln	Network Rail		
Explore long haul options with operators of Robin Hood and East Midlands airports	Jan 2014	New routes to enhance the area's attractiveness to inward investors	County Council / airport operators		
Through the Local Improvement Scheme, enhance the economic impact of capital investment in regenerating the county	From October	Baseline established	County Council		
or capital investment in regenerating the county	2013	Improvement measure agreed			

ASPIRATION AND TALENT

Youth Employment Strategy					
ACTIONS	TIMESCALE	OUTCOMES	LEAD		
Deliver the Nottinghamshire youth employment strategy	March 2014	Implementation plans for each strand of activity in place	Futures / County Council		
Develop and deliver enhanced and better targeted Information, Advice and Guidance (IAG) to young people, to support the development of the county's future workforce	April 2014	IAG services directly influenced by the D2N2 LEP and County Council	D2N2 / County Council / Futures		
Broker a better relationship between businesses and schools to address issues relating to aspiration and work readiness	April 2014	Employer satisfaction rates with young applicants improve	Futures / County Council		
Improve awareness of apprenticeship options amongst young people and their parents	March 2014	Increase in uptake of 16-18 year old apprenticeships	County Council / NAS		
Promote awareness and take up of higher level apprenticeships to meet skills demands	March 2014	Increase in number of NVQ3+ apprenticeships being taken up	National Apprenticeship Service (NAS)		

✓ ASPIRATION AND TALENT ✓ BUSINESS GROWTH

Improving skills supply						
ACTIONS	TIMESCALE	OUTCOMES	LEAD			
Work with the Employment and Skills Board (ESB) to enable businesses to directly influence the supply of workforce training	January 2014	Employer control over training funds Better matched training provision to economic requirements	ESB / D2N2			

ASPIRATION AND TALENT

Work Clubs			
ACTIONS	TIMESCALE	OUTCOMES	LEAD
Expand programme of Work Clubs and introduce a new Enterprise Club programme	March 2014	Minimum of 3 new job clubs established	County Council
	Page 30 of 1	Minimum of 50 people getting jobs	

Page 39 of 106



Report to Policy Committee

17 April 2013

Agenda Item: 5

REPORT OF THE DEPUTY LEADER OF THE COUNTY COUNCIL

IMPROVEMENT PROGRAMME UPDATE

Purpose of the Report

1. The purpose of this report is to update Elected Members on the Improvement Programme's activity and achievements during 2012/13.

Information and Advice

- 2. The Council's Improvement Programme was established in 2010 to deliver a number of major cross-cutting projects designed to modernise the Council's business practices, as well as delivering a range of service-based projects that would enable the Council to achieve significant savings.
- 3. During 2011/12, the Programme Team supported the delivery of savings of £70m. Significant progress was made on a number of cross-cutting projects, including the establishment of a corporate Procurement Centre, implementation of the new Business Management System and initial rationalisation of the Council's portfolio of office buildings. 82 service-based projects were also completed during the year.
- 4. Over the last financial year, there has been a greater focus on supporting the delivery of larger-scale service improvement projects. Progress on these has been reported to service committees on a regular basis. These projects have delivered savings of £43m per annum during 2012/13 and will deliver a further £13m per annum during 2013/14. Projects have also delivered significant service improvements across the Council. Over the course of the year, 33 projects have been supported through the Programme Team and 15 of these have now been completed.
- 5. The key areas of development have been:

6. Adults Social Care, Health and Public Protection

- a. Refurbishment of Day Service buildings and rationalisation of the service to achieve total savings of £4.4m
- b. Delivery of phase I of the Extra Care strategy to enable people to live at home for longer
- c. Development of reablement services has achieved total savings of £1.5m
- d. Transfer of six residential care homes to the independent sector and development of the remaining six homes into Care and Support Centres, to achieve savings of £1.3m

- e. Review of eligibility and support packages for community care services to achieve total savings of £4.4m
- f. Delivery of £4.3m savings in Learning Disability and Mental Health Community Care, with the target exceeded for moving people from residential care into supported living
- g. Achievement of a further £4m of savings in the Supporting People budget, through improved procurement that has delivered better value for money
- h. Organisational redesign across the department has delivered total savings of £3m

7. Children, Families and Cultural Services

- a. Designed and implemented a new operating model across all Children's Social Care fieldwork services
- b. Establishment of the Multi Agency Safeguarding Hub, which acts as a single point of access for all adult and children's safeguarding referrals
- c. Undertaking a pilot project with Health colleagues to improve information sharing and information governance
- d. Implemented a Legal project that supported the development of a court work team to improve quality, processes and systems
- e. Developed and agreed a Looked After Children's Strategy with partners
- f. Completed a detailed analysis of demand, benchmarking and future trend analysis within the looked after services, resulting in an investment plan that addresses social care staffing and placement pressures
- g. Supporting a range of work streams to seek opportunities for current and future efficiencies
- h. Re-letting of contracts for Sure Start Early Years and Childcare, achieving total savings of £4.5m
- Letting of contracts for the development and operation of the Sherwood Forest Visitor Centre and National Water Sports Centre
- j. Re-design of business support services in Children, Families and Cultural services has delivered total savings of £2m

8. Corporate services

- a. Re-structuring of Highways Services and re-letting of the highways maintenance contract to achieve savings of £2m
- b. Pilot of revised public transport routes in Newark area, with planning of other areas well advanced. £1m of savings achieved to date
- c. Refurbishment of six floors of Trent Bridge House has been completed, with work on County Hall fourth floor nearing completion. Capital receipts of £1.4m have been achieved from sale of buildings, along with £650k savings in running costs so far
- d. Phase II of the Business Management System has been implemented. Work is now under way on fundamental reviews of associated processes to achieve savings
- e. Integration and redesign of learning and development and workforce planning services has delivered savings of £1.1m
- 9. Whilst the primary focus of the Programme is on projects that deliver service improvements and efficiencies, specialist project management support has also been deployed on a number of essential operational projects:
 - a. Establishment of Healthwatch Nottinghamshire to provide an independent consumer champion for publicly funded health and social care

- b. Transition of responsibility for the Community Care Grants and Crisis Loans elements of the Social Fund from the Department for Work and Pensions to the County Council
- c. Planning and supporting the Olympic Torch relay through Nottinghamshire
- d. Carrying out a review to re-baseline budgets across all services
- e. Ensuring the smooth integration of public health services into the Council's structure and management arrangements
- 10. In addition to maintaining momentum on the delivery of existing change projects, work has also progressed in recent months on developing phase II of the Improvement Programme. This will comprise a further phase of major projects to meet the budget challenge that the Council is facing in 2014 and beyond. The following projects are already in the early stages of development and will deliver improvements and efficiencies over the next financial year:
 - a. Fundamental review of the provision of support services
 - b. Review and redesign of services for children with social, emotional and behavioural difficulties
 - c. Review and redesign of services for children with special educational needs
 - d. Improvements to information governance arrangements across the Council
 - e. Improvements and efficiencies in the provision of information for managing budgets and performance
- 11. In accordance with the proposals approved by Policy Committee in October 2012, phase II of the Improvement Programme will also provide a more strategic approach to service transformation. Work is under way on reviewing all of our services and considering alternative methods of delivering the desired outcomes to customers. This process utilises information from a variety of sources, including the base budget review, and involves a series of challenge processes that will result in a range of strategic options being put before Members in the autumn.
- 12. Alongside this, progress has also been made on implementing a corporate approach to process improvement. Two major pilots are under way and initial findings show that there is substantial scope for achieving savings through the application of this approach to drive out inefficient processes.

Statutory and Policy Implications

13. This report has been compiled after consideration of implications in respect of finance, the public sector equality duty, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION

14. That Policy Committee notes the progress and successes of the Improvement Programme during 2012/13, in particular:

- a. The delivery of a further £43m of annual savings, in addition to the £70m delivered in 2011/12
- b. The development of services for older people
- c. Improvements to children's social care services
- d. Delivery of better value for money across all services
- e. Implementation of new service delivery arrangements in cultural services
- f. Improvements to the public transport network
- g. Improvements to the Council's infrastructure and systems

Councillor Martin Suthers Deputy Leader of the County Council

For any enquiries about this report please contact: Deborah Hinde 0115 977 3804

Constitutional Comments (SLB 26/03/2013)

This report is for noting only.

Financial Comments (SEM 04/04/2013)

There are no specific financial implications arising directly from this report.

Background Papers and Published DocumentsNone

Electoral Division(s) and Member(s) Affected ALL



Report to Policy Committee

17 April 2013

Agenda Item:6

REPORT OF THE DEPUTY LEADER, NOTTINGHAMSHIRE COUNTY COUNCIL

ESTABLISHING HEALTHWATCH NOTTINGHAMSHIRE: PROGRESS UPDATE

Purpose of the Report

 To provide a progress update in respect of the establishment of HealthWatch Nottinghamshire and the provision of an NHS complaints advocacy service for Nottinghamshire.

Information and Advice

Background

- 2. At its meeting on 12 September 2012, Policy Committee considered a report advising of the requirement for, and intended approach to, establishing HealthWatch Nottinghamshire. Policy Committee will recall that under the Health & Social Care Act (2012) all local authorities with social care responsibilities are required to commission and contract manage a Local HealthWatch (LHW) for their areas. They are also required to commission an NHS complaints advocacy service which may be commissioned as part of, or separate from, Local HealthWatch but with a data sharing arrangement between the two in the case of the latter.
- 3. Local HealthWatch organisations are intended to be a 'local consumer champion for patients, service users and the public,' strengthening the public and patient voice in the provision of publicly funded health and social care services. They will replace Local Involvement Networks (LINks). Local HealthWatch organisations will be complemented at the national level by HealthWatch England, which was established in October 2012, as a committee of the Care Quality Commission.
- 4. The Act requires that Local Healthwatch organisations are corporate bodies and social enterprises (i.e. a not for profit companies) that 'operate for the benefit of, and are accountable principally to, their local communities'
- 5. As was reported to Policy Committee in January 2013, the Invitation to Tender (ITT) for a provider to establish a HealthWatch Nottinghamshire company did not generate any tenders which met the required quality threshold, as assessed by a multi-agency evaluation panel. This meant that the ITT exercise had to be

abandoned. At that meeting, Policy Committee was asked to endorse contingency plans for establishing HealthWatch Nottinghamshire which involved:

- i. The direct appointment of Chair and Board of Directors
- ii. Commissioning a third party Implementer to undertake all aspects to establish the HealthWatch Nottinghamshire Company and support its initial work
- iii. Commissioning some specialist HealthWatch / Public Patient Involvement support to the Board of HealthWatch to ensure it is briefed and equipped to fulfil its role in this regard.

Progress in delivery of the HealthWatch Nottinghamshire Contingency Plan

- 6. In January 2013, NAVO was appointed as the third-party Implementer and was contracted to establish HealthWatch Nottinghamshire. In undertaking this work NAVO has been supported by Community Accounting Plus (CA Plus), a Nottinghamshire based organisation that supports the development and effective management of voluntary and community sector bodies.
- 7. Since its appointment as Implementer NAVO has made good progress. The HealthWatch Nottinghamshire (HWN) company was registered on 19 February 2013 as a Company Limited by Guarantee (CLG). It will be able to consider changes to its legal form (e.g. whether it becomes a Charity, Community Interest Company etc) during its first year. Logistical work around company operational set-up by 1 April 2013 has gone to plan and an office base has been secured at the Byron Business Centre, Hucknall. Transfer of Undertakings (Protection of Employment) TUPE arrangements between the Nottinghamshire Local Involvement Network host and HealthWatch Nottinghamshire have also progressed in line with legal requirements.
- 8. A recruitment exercise for company chairman and directors took place in January and February 2013. In order to seek a high calibre chairman, remuneration of up to £12,000 per year, for year one, with an anticipated time commitment of up to 3 days per week was offered. The independently chaired appointment panel appointed Joe Pidgeon as Chairman with three further directors being appointed subsequently. The Chairman's previous experience equips him well to provide strategic leadership to HealthWatch Nottinghamshire having formerly headed-up Nottingham and Nottinghamshire's complaints and statutory inspection service; worked on the development of personalisation and personal care budgets and undertaken work on joint planning and commissioning.
- 9. Aside from the Board, an Interim Chief Executive for HealthWatch Nottinghamshire has been appointed initially on a one day a week secondment basis from a local voluntary and community sector organisation. The HealthWatch Board will determine further staffing structures and recruitment timelines during the first quarter of the 2013/14 financial year.
- 10.A Board induction programme has been developed and is being delivered. The company held its first Board meeting on 1 March 2013, and has met regularly since that time in order to prepare for operational commencement on 1 April 2013.

The HealthWatch Chairman participated in a number of key events during February and March including the East Midlands HealthWatch Simulation event; the Nottinghamshire Local Involvement Network organised 'LINking into HealthWatch' Conference; a conference on the role of the voluntary and community sector in supporting and delivering HealthWatch in Nottinghamshire and he also attended the March meeting of the Health and Wellbeing Board as observer prior to taking up a full seat from April onwards.

- 11.It was always envisaged, and accepted by key stakeholders, that HealthWatch Nottinghamshire would be developmental in its first year. It is a fledgling organisation and initial delivery expectations will need to mirror that. As part of its contract for delivery of HealthWatch services, the County Council has set the company a number of key delivery milestones including the early production of a first 3 month plan for 2013/14 and the production of a full work plan for the remainder of the year to be agreed before June 2013. Company performance will ultimately be measured against the service specification for HealthWatch Nottinghamshire which was developed following extensive stakeholder engagement during the Summer of 2012.
- 12. Policy Committee agreed in September 2012 that the available budget for HealthWatch Nottinghamshire would be a maximum £434,419 per annum, subject to funding being made available by the Government. That funding has now been confirmed and funding of £400,000 has been agreed with HealthWatch Nottinghamshire for the financial year 2013/14. As per the approach previously agree by Policy Committee, residual monies will be held in contingency for HealthWatch and the NHS complaints advocacy service (see below).

<u>Progress in the establishment of an NHS complaints advocacy service</u>

- 13. Commissioning of an NHS complaints advocacy service for Nottinghamshire was unaffected by the abandonment of the HealthWatch ITT exercise as Policy Committee had previously agreed to a recommendation that it should be commissioned as part of a suite of the advocacy services delivered through the pre-existing Nottinghamshire and Nottingham Access to Advocacy contract. This service is delivered by POWhER which is a registered charity formed in 1996 to provide advocacy services and is one of the three national providers of the current Independent Complaints Advocacy Services (ICAS) under contract to the Department of Health.
- 14. The contract variation to add NHS complaints advocacy services to the Access to Advocacy contract has been signed and good progress has been made in service mobilisation and transitional arrangements from the current provider of ICAS services in the East Midlands. This has been helped by the fact that POWhER has also won the contract to provide the NHS complaints advocacy service for the East Midlands, contracting with Derby City Council on behalf of a consortium of East Midlands local authorities.
- 15. A meeting between POWhER and HealthWatch Nottinghamshire representatives took place in March 2013 to explore joint working and aligned communications.

Other Options Considered

16. Under the Health and Social Care Act (2012) the County Council is required to commission an independent Local HealthWatch organisation and an NHS complaints advocacy service to be in place by 1 April 2013. Previous reports to Policy Committee have set out other options in respect of the approach to commissioning a Local HealthWatch organisation and an NHS complaints advocacy service. This report provides a progress update and arrangements for future reporting to Policy Committee and therefore no other options have been considered.

Reason/s for Recommendation/s

17.To advise Policy Committee of progress in establishing HealthWatch Nottinghamshire and an NHS complaints advocacy service for the County and to set out arrangements for future performance reporting.

Statutory and Policy Implications

18. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below.

RECOMMENDATION/S

- 1) It is recommended that Policy Committee:
 - i. Note the contents of the report and the progress that has been made in establishing HeathWatch Nottinghamshire and an NHS complaints advocacy service for Nottingham and Nottinghamshire.
 - ii. Require that a further progress update on HealthWatch Nottinghamshire is brought to Policy Committee in November 2013 to be followed-up by the organisation's annual report on a yearly basis thereafter.

County Councillor Martin Suthers Deputy Leader Nottinghamshire County Council

For any enquiries about this report please contact:

Caroline Agnew Programme Manager Tel: 0115 9773760

Constitutional Comments (SG 27/03/2013)

19. The Committee is the appropriate body to consider the issues set out in this Report.

Financial Comments (RWK 28/03/2013)

20. There are no additional financial implications arising from the report.

Background Papers

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

The Health and Social Care Bill (2012) – HM Government Procuring HealthWatch Nottinghamshire - Policy Committee, September 2012 Establishing HealthWatch Nottinghamshire: Progress Update – Policy Committee, January 2013

Electoral Division(s) and Member(s) Affected

ΑII

Nottinghamshire County Council

Report to Policy Committee

17th April 2013

Agenda Item: 7

REPORT OF CHAIRMAN OF ENVIRONMENT AND SUSTAINABILITY COMMITTEE

STATEMENT OF COMMUNITY INVOLVEMENT- REVIEW

Purpose of the Report

 To advise Members of the results of a consultation exercise undertaken on the proposed changes to the County Council's Statement of Community Involvement (SCI) and to the seek Committee approval and adoption of the SCI - Review as Council policy.

Information and Advice

- 2. The County Council adopted its Statement of Community Involvement (SCI) in January 2007 following the statutory process. This public document sets out the County Council's approach to public consultation and involvement in the preparation of Minerals and Waste plans and in the determination of planning applications.
- 3. It was always anticipated that a full review of the SCI would be considered within five years of adoption. However, the need for a review has been made even more pertinent by changes in national legislation and planning guidance, progress on the Minerals and Waste Development Plan Documents, as well as local factors including the County Council restructuring and its increased emphasis on cost effectiveness. Since 2007 there have also been significant developments in new technology and consequently the County Council is increasingly choosing electronic communication as the preferred method of public engagement.
- 4. The key changes to the SCI proposed as part of the Review are as follows:
 - i) Development Management Since the adoption of the SCI the Localism Act 2011 has been enacted, followed a year later by the publication of the National Planning Policy Framework (NPPF). The NPPF replaced most of the existing national planning policy against which planning proposals were considered. Instead the NPPF comprises a more concise document identifying the purpose of planning to be helping to achieve sustainable development. One of the key impacts of both the Localism Act and the NPPF has been at the pre-application stage of the planning process. The NPPF advocates early engagement between developers and local authorities to improve the efficiency and effectiveness of the planning application system. The Localism Act has introduced a new requirement for

applicants to consult local communities before submitting planning applications for certain developments. Applicants must then have regard to the responses when deciding whether to amend the planning application prior to submission. This provision, which has yet to come into force, will only relate to large scale proposals. The text of the SCI has been amended to reflect these changes.

In 2010 the Town and Country Planning (Development Management Procedure) (England) Order 2010 was published and replaced the 1995 Order and its amendments. The Articles referred to in the SCI now reflect the current statutory instrument.

- Plan making Following the introduction of the NPPF and the new Local Plan ii) Regulations, future Development Plan Documents should be prepared as a single Local Plan rather than as a series of separate documents as under the previous Local Development Framework system. However, where documents are already at an advanced stage of preparation, such as the Waste Core Strategy, or if there are practical reasons to do so, it is still possible to prepare The relevant text of the SCI has therefore been separate documents. amended to reflect the new terminology. Much of the text on which documents will be produced, and when, has also been removed as this is already set out in the Minerals and Waste Development Scheme. The Localism Act 2011 introduced a specific "Duty to Cooperate". This requires the County Council to work with other relevant local authorities and public bodies through its development plan documents where there are common issues. The proposed consultation measures have been updated to reflect the increased use of electronic communication, including social media, but there is still a commitment to make hardcopies available for those who do not have access to the internet.
- Cost effectiveness/electronic communication In April 2011 the County iii) commenced a major reorganisation moving from five to four Council departments and started to implement its Improvement Programme transforming the way in which it provides its public services in a more effective and customer focussed way. This has had an impact on the content of the SCI in terms of departmental and team structures, the availability of resources and contact information set out in the adopted SCI. These changes reflect the economic climate nationally and have placed greater emphasis on finding the most cost effective method of consulting and involving local people. Running in parallel with this have been the considerable advances in new technology. including improvements to the County Council's website and, as a consequence, electronic communication is now the preferred method for engaging people for both policy making and decision making on planning applications. This shift in emphasis is reflected in the proposed text of the SCI.

One change, prompted by cost savings, is the proposal to notify **only** those who have made a request in writing to be notified of a decision on a planning application. At present the SCI states that anyone making representations will be individually notified of the decision. For major and controversial applications this has been extremely costly in terms of staff time and postage. Decision

- notices will continue to be placed on the County Council website and as such will be publicly available.
- iv) Use of personal information The SCI has been amended to make it clear that the names, addresses and comments of anyone making comments on planning applications or forward plans will be publicly available and those representations will be retained by the County Council for a relevant period of time.
- 5. The proposed changes detailed above formed the basis of the draft SCI- Review document that was the subject of the consultation exercise set out below.

Consultation

- 6. Following approval of the proposed changes at Environment and Sustainability Committee on 29th November 2012 officers have undertaken an extensive consultation in line with current regulations.
- 7. The consultation period ran for six weeks from 18th January until 1st March 2013. Press Notices were placed in local newspapers covering the whole County. Consultations included Nottinghamshire and adjoining District and Borough Councils, Nottinghamshire and some adjoining Parish Councils, Nottinghamshire MPs and County Councillors. In addition over 100 letters and emails were sent to statutory and non–statutory consultees and to interested parties held on our database who have previously expressed an interest in the SCI. The consultation letters and emails provided a link to the County Council's website where copies of the adopted and draft SCI Review could be viewed and downloaded. Paper copies of both versions were also placed at the District Council offices and at County Hall.
- 8. Ten responses were received. This low level of response was expected given the relatively limited and non-controversial extent of the proposed changes to the SCI. A summary of the responses received and any proposed action forms Appendix A to this report. The proposed updated SCI Review incorporating all proposed changes forms Appendix B (N.B. all proposed changes to the Statement are shown in italics). Members should note that the further minor changes proposed as a consequence of the consultation are not considered to materially amend the SCI to such an extent that would warrant a further round of consultation.

Other Options Considered

9. Initially it was envisaged that a less formal "light touch" review of the SCI would be undertaken to expedite the process. However, given the range of the national changes that have prompted the update, a full review is considered to be the most appropriate way forward.

Next steps

10. If Members approve the proposed changes to the SCI set out in this report then this will replace the original version adopted in 2007 and will become Council Policy. It will be known as the Statement of Community Involvement - Review and will be

retained as an on online document on the County Council's website available to view and download.

Reason for Recommendation

11. To inform Members of the results of the recent consultation exercise and to seek Members' approval to the updated SCI to enable it to become Council policy.

Statutory and Policy Implications

12. This report has been compiled after consideration of implications in respect of finance, the public sector equality duty, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Implications for Service Users

13. It is considered that the proposed changes to the SCI will assist users of the document by containing more current and accurate information. Some of the proposed improvements set out within the updated SCI will improve the accessibility of information and will result in a more cost effective means of communication.

RECOMMENDATIONS

- 1) That Members note the results of the consultation exercise undertaken on the proposed changes to the existing SCI.
- 2) That Members approve the proposed revisions to the SCI and adopt the Statement of Community Involvement Review as Council policy and a formal replacement for the SCI adopted in 2007.

Councillor Richard Butler
Chairman of Environment and Sustainability

For any enquiries about this report please contact: Jane Marsden-Dale Tel. 0115 9696505

Constitutional Comments (SLB 27/03/2013)

Policy Committee is the appropriate body to consider the content of this report. It has responsibility for policy development and approval.

Financial Comments (SEM 28/03/13)

There are no specific financial implications arsing directly from this report.

Background Papers

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Nottinghamshire County Council's Statement of Community Involvement 2007 (published)

Consultation Responses

Electoral Division(s) and Member(s) Affected

ΑII

SUMMARY OF RESPONSES TO CONSULTATION

Appendix A

	Consultee	Summary of comments	Council response	Proposed action /
				amendment to SCI
1	Marketing and Engagement Team- NCC (Internal- NCC)	Need to update terminology used in Para.5.19 – Hard to reach groups to more acceptable and sensitive headings	Agree that the terminology used in the original SCI is out dated. Change to: • Groups we find hard to reach Older people Ethnic minority communities Gypsies or travellers People with disabilities	Update paragraphs 3.19 (now 3.20) and 5.19 accordingly
2	Cemex (Minerals Industry)	Comments made in relation to the following paragraph nos; 3.3 It may be beneficial to clarify how the consultations would be sent out	3.3 How consultations are sent out will vary between organisations and individuals and may change over time. How consultations are sent out is already covered in paragraph 3.20 (now 3.21). For clarification a cross reference to paragraph 3.20 (now 3.21) could be added to paragraph 3.3	3.3 "Wherever possible details will be sent electronically (see para. 3.21)" to be added at end of paragraph 3.3
		3.13 Should the District and Parish be included	3.13 (now 3.14) It would not be practical to include all Parish and District councils on a county-wide stakeholder group because of the need to keep numbers manageable. Representatives to act on behalf of all the Districts and the Chair of the	No change to paragraph 3.13 (now 3.14) proposed

SUMMARY OF RESPONSES TO CONSULTATION

Appendix A

				• •
	Cemex (continued)		Nottinghamshire Association of Parish Councils are invited. Paragraph 3.13 (now 3.14) already makes reference to Annex 1 and that list includes Parish and District Councils.	
		5.15 Could this paragraph be expanded providing examples of topics to be included in a response	5.15 This paragraph relates to the near notification letters sent out by the County Council. These letters refer recipients to the County Council's website which provides detailed advice on making comments on planning applications and as such it is considered unnecessary to repeat this within the SCI.	No changes to paragraph 5.15 proposed
3	Natural England (statutory consultee)	Natural England is supportive of the principle of meaningful and early engagement of the general community, community organisations and statutory bodies in local planning matters. But they are unable to comment on individual SCIs	Comments noted	No changes proposed
4	Highways Agency (statutory Consultee)	Highway Agency welcomes its inclusion in the list of statutory consultees. No comments to make but wish to remain actively involved in all the future stages of the SCI and look forward to working proactively with NCC in relation to its allocations and impact on the Highways Agency network.	Comments noted	No changes proposed

Page 57 of 106

Appendix A

5	Marine Management Organisation (statutory consultee)	MMO welcome being consulted but have no comments to make.	Comments noted	No changes proposed
6	West Stockwith Parish Council	Welcomed the opportunity to comment but confirmed that they have no major comments to make at this stage.	Comments noted	No changes proposed
7	The Coal Authority (statutory consultee)	Welcomed the opportunity to comment on the SCI and welcomes its inclusion in the list of statutory consultees. Look forward to receiving emerging planning policy related documents.	Comments noted	No changes proposed
8	Rutland County Council	The document does not mention the "Duty to Co-operate" requirement introduced by the 2011 Localism Act.	Omission noted.	Insert new paragraph (3.6) under the sub heading "Duty to Cooperate" and make amendments to Annex 1.
		Para.3.4 states public notices must be placed in the local press but this is no longer a requirement.	Comments noted.	Paragraph 3.4 to be amended accordingly.
		Page 5 Note states that "additional consultation may be required after	Comments noted.	Amend note accordingly.

Page 58 of 106

				1.1.
	Rutland County Council (cont.)	the submission draft consultation stage if objectors make representations seeking the addition or alteration of a site allocation"- this is no longer a requirement.		
9	English Heritage (statutory consultee)	Do not wish to make any specific comments except to request that English Heritage is explicitly named in Annex 1 as a statutory consultee. English Heritage looks forward to continued consultation with NCC on relevant planning policy and planning application matters.	Comments noted	Update list in Annex 1 to include English Heritage specifically
10	Erewash Borough Council	Erewash Borough Council welcomed the opportunity to comment and confirmed they had no objections. They considered that the document adequately reflects the importance of engaging with relevant stakeholders and sets out a clear plan of how this will be achieved. In particular, Erewash BC is pleased that appropriate District Council engagement is a criterion of the Draft review, as detailed in Annex 1.	Comments noted	No changes proposed

SUMMARY OF RESPONSES TO CONSULTATION

Appendix A



Nottinghamshire County Council's Statement of Community Involvement -Review

Covering all minerals and waste planning issues, and planning applications for the County Council's own development such as schools and roads.

Adopted April 2013

Foreword by Councillor Richard Butler

Nottinghamshire County Council adopted its SCI in January 2007. Since then, there has been a great deal of change both nationally and locally regarding planning, such as the introduction of the NPPF. We therefore think that it is timely to carry out a review.

The SCI is a public document which sets out the County Council's policy and approach to public consultation and involvement in the minerals and waste plans it prepares and the planning applications it determines. We are keen to ensure that communities have opportunity to be involved in the planning processes, and this document sets out how we will do this.

Two key strands underpin the SCI. These are 'front loading', which means providing the opportunity to comment on planning proposals at the earliest possible stage, and 'continuous involvement' which ensures that communities continue to be engaged throughout the plan, preparation and planning application processes.

This first review of the SCI has been prompted by changes in national planning legislation and guidance, progress on the County Council's Minerals and Waste Development documents, as well as advances in technology enabling the greater use of electronic methods as an effective means of communication.

The revised SCI confirms the County Council's commitment to engage the community in the planning process and to ensure that we can reach the best possible consensus when making planning decisions.

Councillor Richard Butler
Chairman of Environment and Sustainability Committee

Preface

The County Council adopted its first Statement of Community Involvement (SCI) on 18 January 2007. This updated SCI document replaces the earlier adopted version. It has been prepared in accordance with the National Planning Policy Framework, the Localism Act 2011 and the Town and Country Planning (Local Planning) (England) Regulations 2012.

Changes to the SCI

Since the SCI was adopted new primary and secondary legislation and planning guidance has come into effect. These include the Localism Act 2011, the Town and Country Planning (Local Planning) (England) Regulations 2012 and the Town and Country Planning (Development Management Procedure) (England) Order 2010. In addition, the National Planning Policy Framework was issued in March 2012 and replaced much of the existing national planning policy, including the Planning Policy Statements and Minerals Planning Statements and guidance. However, at the time of writing, national policy on waste continues to be set out separately.

Since the adoption of the SCI the County Council has undertaken consultations on its replacement Minerals Local Plan and its Waste Core Strategy in accordance with the SCI. These documents will continue to go through a series of public consultation stages and independent examinations before being formally adopted by the County Council. The progress of these documents has been monitored through the Annual Monitoring Report published by the County Council.

In the light of the current economic situation the County Council has increasingly placed greater emphasis on cost effectiveness and value for money. As a consequence the County Council is likely to make greater use of electronic communication for its consultations, where appropriate, in order to strike a balance between the accessibility of information and being cost effective. Since 2007 the County Council has also undergone a restructuring which has had an impact on departmental and team structures, contact details and the availability of resources.

The SCI has therefore been updated to reflect the above issues.

This document is available in large copy prints, audio cassette, Braille, or languages other than English. If you require the document in one of these formats please contact the address below:

Planning Policy Team,
Nottinghamshire County Council, County Hall
Loughborough Road
West Bridgford
Nottingham
NG2 7QP
tel; 0300 500 80 80 (customer service centre)
email; development.planning@nottscc.gov.uk

Contents

		Page No
1	Introduction	
	What are the main aims of the SCI?	1
2	The preparation of forward plans	
	 Why plan for minerals and waste? How are the new plans prepared? Who approves the Minerals and Waste Development Framework documents? 	3 3 6
	Legal challenges and complaintsCompliance with the SCI	6 6
3	Community involvement during the preparation of forward plans	
	 Consultation and publicity – what the County Council must do 	7
	 Additional consultation and community involvement – what the County Council proposes to do 	7
	How we will use your personal information	11
4	The determination of planning applications	
	 Types of planning applications Stages of determining planning applications Making the decision Compliance with the SCI, rights of appeal, legal challenges and complaints Monitoring and enforcement Liaison groups 	12 13 13 13 14 14
5	Community involvement during the determination of planning applications	
	Consultation, publicity and notification – what the County Council must do	15
	 Additional consultation, publicity and notification – what the County Council proposes to do 	15

6 Resource	cing community involvement	Page No
ResThe	sources available within the County Council source implications of the SCI proposals role of Planning Aid England- a national Planning Aid vice	28 28 29
• Mał	king information accessible	29
7 Monitor	ing and review	30
Annexes		
Annex 1	List of types of consultees	31
Annex 2	Definition of 'major development'	33
Annex 3	Legislative and policy background to the preparation of the SCI and other sources of information	34
List of f	igures and tables	
Figure 1	Stages in the preparation of development plan documents	5
Table 1	Proposed allocations for minerals and waste development – near-neighbour notification standards	8
Table 2	Publicity requirements for planning applications	15
Table 3	Community involvement options – benefits and resource implications	21
Table 4	Community involvement – who, when and how	
	4(a) – Core strategies and development <i>management</i> policies documents	24
	4(b) – Site specific documents	25
	4(c) – Supplementary planning documents	26
	4(d) – Planning applications	27

1 Introduction

- 1.1 Local communities need to be confident that they will be fully involved in the preparation of future plans, strategies and planning proposals that may affect them. All planning authorities therefore have to prepare a 'Statement of Community Involvement' (SCI) setting out how this will be achieved. For the County Council, which is the minerals and waste planning authority for Nottinghamshire, this SCI will cover the following areas:
 - The preparation of forward plans and policies which provide the framework for determining all future proposals for minerals and waste development, such as quarries, landfill sites and other waste and recycling facilities. These plans can include preferred areas for development as well as more general policies.
 - The determination of planning applications for minerals and waste development. The County Council is also responsible for determining proposals for its own development such as schools and roads.
- 1.2 The seven Nottinghamshire district and borough councils all prepare separate SCIs covering their planning functions. These comprise the preparation of forward plans and the determination of planning applications for all other types of development such as housing, retail and employment. Nottingham City Council is a unitary authority and is therefore responsible for all planning matters within its boundary.

What are the main aims of the SCI?

- 1.3 Public consultation has always been an important part of the planning process and the County Council's methods and approaches have been improved and developed over time in line with good practice. *The following four principles are central to our approach:*
 - Front loading this means providing opportunities to be involved in planning proposals at the earliest possible stage and before decisions are made, allowing communities to help shape forward plans and future development.
 - Continuous involvement ensuring communities are continually engaged throughout the planning process both for plan preparation and where planning applications are amended or revised prior to determination. This should result in a greater understanding, consensus and ownership of planning decisions.

- Transparency ensuring the reasons why certain planning decisions have been made, and what other options have been considered and why they have been rejected, are available for public scrutiny and consultation.
- Providing feedback letting the community know when and why a decision has been made and how their views have been taken into account.
- 1.4 The principles underpinning the SCI build upon the priorities and guiding principles set out in the County Council's **Sustainable Community Strategy 2010-2020**. For example, the strategy wants to see local people influencing decisions which affect their lives and their communities. Principles such as this are reflected in other public engagement initiatives such as the **Public Engagement Policy**, published by the County Council in December 2005. Together they aim to promote the economic, social and environmental well being of the county whilst allowing communities early and continuous involvement in shaping future development.
- 1.5 By tailoring its methods of community involvement to address the four key principles highlighted above, the County Council believes it will carry out its planning functions in a way which leads to:

Community Involvement Consensus Legitimacy Sustainability

1.6 The remainder of this SCI considers community involvement proposals for forward plans and then planning applications. The final sections consider how community involvement will be resourced and monitored.

2 The preparation of forward plans

Why plan for minerals and waste?

- 2.1 Where minerals are worked, and how we can best deal with all of the waste we produce present major planning issues for the county and are of obvious interest and concern to those communities most affected by these activities. The industry must also be able to plan ahead so it can justify the long term investment needed to develop new or extended minerals and waste sites on which our environment, economy and lifestyle depend.
- 2.2 Nottinghamshire County Council is the minerals and waste planning authority for the county of Nottinghamshire. This means that it is responsible for all matters associated with minerals and waste development, including setting land use policies and determining planning applications for such developments.
- 2.3 Decisions on planning applications should be made on the basis of having an up-to-date statutory development plan setting out strategy, provision, policies and sites for development. Alongside, the Local Plans produced by the District and Borough Councils; the County Council has a statutory duty to prepare, and keep up-to-date, an equivalent plan or plans for minerals and waste. A Local Plan can be produced as a single, comprehensive document or it can be made up of several separate documents depending on local circumstances.
- 2.4 Exactly which documents are *going* to be prepared, *how* and when *is* set out in the **Minerals and Waste Development Scheme**. The County Council's *current* development scheme came into effect *in September 2012*. A *new Minerals and Waste Development Scheme was approved at Committee in March 2013*.
- 2.5 All forward plans within the framework, and the scheme, must be monitored annually and reviewed as necessary to make sure that the framework remains up to date and comprehensive in its coverage.

How are the new plans prepared?

- 2.6 Each development plan document must go through various stages of public consultation and an independent examination before it can be adopted. (see **Figure 1**).
- 2.7 In summary, the process begins with an informal 'issues and options' stage. This results from an evidence gathering exercise which explores what reasonable options exist to address the planning issues that need to be resolved. The information and comments received are then used to help prepare a 'preferred options' document setting out which options are considered the most suitable to go forward into the plan and which have been rejected and why. This is again subject to a period of informal consultation, the responses to which are then used to help prepare the final 'submission draft' document which is

subject to a formal consultation period before being submitted to the Secretary of State. This draft will be made available for public inspection at the County Council's offices and on our website. All of the representations received are then forwarded to the Secretary of State, along with the submission draft and any supporting information. This will include a summary of the main issues raised and how these have been taken into account during the plan preparation which will also be available on the County Council's website or provided on request. Once the plan has been submitted, there will be an independent examination held before a Government appointed inspector.

2.8 The examination considers the 'soundness' of the whole document along with any objections made at the submission draft consultation stage. The document can only be adopted if it is found to be sound by the Inspector who may recommend specific changes in order to make the plan sound. If it is not found sound the plan will have to be withdrawn. Copies of the adopted document will be published as soon as possible after its adoption and also published on the County Council's website. Figure 1 provides an overview of the plan preparation process. The Council will undertake and publish regular monitoring updates.

Figure 1 – Stages in the preparation of development B plan documents

Evidence Gathering for Issues and Options

Identifying issues on a particular planning matter and all the options available i.e. sites available for mineral extraction

Issues and Options Consultation

Informal consultation on the options identified at the evidence gathering stage

Preferred Options

Comments made in response to the Issues and Options stage used to help decide which options should go forward

Preferred Options Consultation

Formal consultation for six weeks on those policies and proposals chosen from all the available options

Submission Document

In response to representations on the Preferred Options, the final draft is prepared

Submission Document Consultation

Formal consultation for six weeks on the final draft document. All representations are considered at the Independent Examination

Independent Examination

Representations considered along with the overall 'soundness' of the document

Adoption

Any recommendations made by the inspector following the examination must be incorporated into the document before it is adopted

For supplementary planning documents, only a draft document is prepared which is the subject of a 4-6 week consultation period. The responses to this are taken into account prior to the document being adopted.

Who approves the Minerals and Waste Development Framework documents?

2.9 All development plan documents must be considered and approved by the County Council's elected councillors. The approval mechanisms vary according to each document and the stage it is at. Early stages may be considered by the relevant committee but more formal stages will have to be considered at a meeting of the Full Council. For each planning document, the County Council will also establish informal member and officer working groups where appropriate. These groups will aim to further improve councillors' involvement in and understanding of the planning process.

Legal challenges and complaints

2.10 All objectors to the submission document have a right to have their views heard at the independent examination. Neither the County Council nor objectors have a right to appeal against the inspector's recommendations. Objectors can, however, legally challenge a development plan document within six weeks of it being adopted. Such challenges must be based on procedural or other substantive legal errors in preparing the document. The usual rights to make a complaint on these grounds to the *Local Government Ombudsman*, or via the County Council's own complaints procedure, apply. The County Council could also challenge the inspector's report on procedural or other legal grounds.

Compliance with the SCI

2.11 The County Council is required to comply with the measures set out in the SCI when preparing minerals and waste development *plan* documents. Evidence given at an independent examination which shows otherwise could result in the inspector at the independent examination recommending that a development plan document be withdrawn.

3 Community involvement during the preparation of forward plans

3.1 The SCI has to meet the legal minimum requirements for consultation and publicity and more importantly set out the additional measures to be carried out to meet the four key principles set out in paragraph 1.3. These are considered below:

Consultation and publicity – what the County Council must do

- 3.2 For development plan documents, consultation must begin at the informal issues and options stage. The County Council must consult all organisations and other bodies it considers relevant to the document being prepared. These will normally include Government departments and agencies, the minerals and waste industries, district and parish councils and environmental groups. The types of groups that will be consulted are set out in annex 1. There is no specific requirement to publicise or to individually consult local residents or any other members of the public.
- 3.3 At the formal consultation stages, organisations will be sent details of the plan, public notice and forms for making representations. All other relevant documents, such as the sustainability appraisal, will be available on the County Council's website or printed copies can be made available on request at a reasonable charge. This approach should minimise wastage and costs in sending background documents to consultees who may have no wish to see them. Wherever possible details will be sent electronically (see paragraph 3.21).
- 3.4 At the formal consultation stages, there is no longer a requirement to place public notices in the local press but copies of all relevant documents and details of how to make representations must be made available for public inspection at the County Council's main office. This information must also be made available on the County Council's website and electronically. The County Council must make provision for representations to be submitted electronically.
- 3.5 For supplementary planning documents, only one formal consultation stage takes place which follows similar procedures as those detailed in paragraphs 3.3 and 3.4 above for development plan documents.

Duty to Co-operate

3.6 The Localism Act 2011 also introduced a specific 'Duty to Co-operate' for local planning authorities and other public bodies which extends to all parts of the UK, not just our local area, where there are common issues such as cross- boundary movements of waste, the supply of minerals or the impact of major proposed development schemes. Where such issues are identified, the County Council will work with those local planning authorities or public bodies affected to address these issues through its development plan documents.

Additional consultation and community involvement – what the County Council proposes to do

- 3.7 As well as the minimum requirements set out above, we will also make use of some or all of the following methods, where appropriate, to ensure wider community engagement in line with the four key principles set out in paragraph 1.3
- 3.8 Each measure is discussed in turn and its relevance to each type of forward plan and the stages of its preparation detailed. A summary of all the options can be found in table 3 (see pages 21-23). Tables 4a-4c (pages 24-26) detail when each of these options is likely to be used at the various stages of preparation for the different types of forward plans.

Near-neighbour notification

- 3.9 Minerals and waste development proposals can have a real or perceived impact over a wide area and possibly whole communities. Near-neighbour notification is useful for planning applications (see paragraph 5.11) which affect a specific location but there can be practical problems in using this for forward plans which cover a large area. It is not feasible for the County Council to write to every resident individually, but where minerals and waste plans are putting forward site specific proposals rather than general, strategic policies, near-neighbour notification may be appropriate. Indeed, the County Council has carried out such near-neighbour notification in recent years. Nevertheless, in adopting this approach, a balance has to be struck between the benefits of consulting everyone who could conceivably be directly or indirectly affected against the costs and practicalities of adopting such an approach.
- 3.10 There are no national standards for consultation distances and the likely impacts of development will vary according to the type of use being proposed and the exact location. For example issues such as noise or visual impact will be significantly different between say an industrial or a rural location. Taking account of Government guidance and practical experience we will therefore use the following minimum near-neighbour notification standards for rural and built up areas as set out in Table 1 below. These standards will be applied to all allocations for mineral extraction, landfill and other waste management facilities.

Table 1 – Proposed allocations for minerals and waste development - near-neighbour notification standards											
Location of proposed allocation	Minimum level of near neighbour notification										
Rural areas	250 metres from the allocation boundary										
Built up areas 100 metres from the allocation boundary											

For the purposes of this SCI, 'built up areas' are those predominately surrounded by built development with little or no adjacent open countryside. 'Rural areas' are those predominately surrounded by open countryside with only small settlements and isolated buildings close by.

- 3.11 The above standards are a minimum. Additional consultation will be carried out where issues such as visual and traffic impact are clearly more widespread. This will help ensure that those properties most at risk of being affected are individually notified. This approach, along with other local consultation and publicity measures (see below), should ensure that local residents and communities will be aware of what is proposed at an early stage in preparing a relevant plan.
- 3.12 The consultation will include sufficient information to highlight the site or sites relevant to the neighbourhood, along with other standard details on how to inspect the full documents and respond to them. Details of any public meetings/exhibitions organised relating to the site could also be included.

Stakeholder meetings

- 3.13 Stakeholder meetings allow a wide range of views to be considered in an open forum. Stakeholder groups have no decision-making powers but can take involvement beyond paper consultation exercises, enabling different parties to interact and see how their views relate to the views of others. This process can help to achieve a greater degree of consensus than otherwise might be the case.
- 3.14 To be effective, the groups are best limited in number, usually no more than 15 or 20 to contain sufficient expertise and breadth of views to provide useful guidance. Representatives from Government bodies and agencies, the minerals and waste industries, environmental bodies and community organisations would normally be invited (see annex 1 for a full list of the types of consultees).
- 3.15 Stakeholder groups are more likely to be suitable when preparing strategic policies setting out the broad approach on the amount and type of development that is appropriate, for example, rather than when considering specific site allocations where individual commercial and local interests may tend to make objective discussion and consensus more difficult to attain.
- 3.16 To be most effective the stakeholder groups should be established at the very start of preparing a new plan, before any informal general consultation begins. This means that the group can debate and provide evidence on what issues and options apply.

The role of parish/town councils

- 3.17 Parish and town councils have an important role to play in relaying information to their communities when forward plans are produced, especially for site specific proposals, and then feeding back any local concerns back to the planning authority. The relevant parish/town councils, both within and adjacent to the county, can assist the County Council in deciding how best to inform local communities, including groups we find hard to reach, of proposals being put forward. These options include suggesting suitable venues for public meetings and exhibitions (such as parish/community halls, local libraries, public houses and post offices), leaflet drops and providing suitable locations to place additional documents on public display or display posters and/or leaflets.
- 3.18 The partnership between the County Council and parish/town councils is important because the latter often have limited resources, both in terms of active members and finance, to fully engage their parishioners. By working together, the objectives of the SCI can be more fully realised.

The role of voluntary and community organisations

3.19 Voluntary and community organisations can also have an important role to play when forward plans are produced. This can be in partnership with parish/town councils or, in areas where there is no such council; they could be the main focus for engagement within the local community.

Groups we find hard to reach

- 3.20 There are some sections of the community which traditionally do not get involved in planning matters. These are often referred to as 'hard to reach groups' and include:
 - Older people
 - Ethnic minority communities
 - Gypsies or travellers
 - People with disabilities

By working with these groups and their representatives, it is hoped that they can have a more active role in planning matters in the future. The County Council will make every endeavour to meet the requirements of the *Equality Act 2010*.

The use of the internet and other electronic communication

3.21 The use of the internet and email is now an integral part of everyday life and is a key tool when it comes to consultation and raising public awareness. Where possible, we will use email to make people aware of consultations to reduce costs and paper use. All of the consultation documents and supporting information will be available on the County Council's website for the public to view or download, or copies can be made available on CD much more cheaply than printing. However we will still ensure that printed copies are available for

those who prefer, or do not have access to a computer. We will also use social media sites such as Facebook or Twitter to raise awareness and provide updates on plan progress.

The use of the media

- 3.22 The media can help publicise forward plans in a number of ways.
- 3.23 Press releases provide a factual background of what is being proposed at each key stage. They can also explain the County Council's views and reasoning for the decisions it has taken. There is, however, no guarantee that the local press will use them and they are not a reliable means of publicity.
- 3.24 Press adverts have the advantage that the County Council retains control of what is published. However, they need to be paid for and the costs of placing a prominent advert can be considerable. This has to be balanced against the additional publicity it might achieve. Although there is no longer a legal requirement to place public notices in the local press, the County Council will continue to use press adverts where this would be cost effective and help to advertise a key issue.
- 3.25 The County Council *may* also use its own publications, *such as County News*, to bring key documents to the public's attention.
- 3.26 Finally, there are some publications produced for planning professionals and the minerals and waste industries which the County Council can contribute articles. This can, for example, help keep the various industries up to date on the key planning issues in the county. However, some of these publications have infrequent publication dates which mean that they are not always suitable for seeking consultation responses.

Feedback

3.27 It is important that all consultees, particularly objectors, receive good feedback so they know how their comments and representations have been considered and why they have been accepted or rejected. This can help objectors decide if they wish to maintain their objection or withdraw it in light of the County Council's reasons for not accepting it.

Below is a summary of how and when we will use these various consultation methods.

How will we use your personal information

3.28 Please be aware that in order to maintain an effective consultation database of those who have expressed an interest in any of the planning documents being prepared, we will need to keep a record of your name, address, contact details on our database and any comments you have made. Consultation responses

cannot be made anonymously and others will have the right to see comments you have made. Where these are published on the County Council's website we will make every effort to ensure that personal details such as your address, phone number, email and signature are not visible to others. However we are required to make copies of responses available to view at our offices on request and this may include original correspondence.

If you no longer wish to be contacted by the County Council about any of our planning documents you can let us know and ask us to remove your details at any time. However, if you have made formal representations on a plan we cannot delete your record unless you withdraw your representation which will mean it cannot be considered by an Inspector at examination. This also applies to any representations you may have made on a plan that has since been adopted. The Council has to retain all of the information and evidence, including representations that were part of preparing that plan in case of any procedural/legal challenge. Usually the information is retained until the Plan has been replaced which may take several years.

The information we hold will only be used in connection with the planning documents we are preparing and the planning process and we will not pass this on to anyone else other than those who are directly involved with preparing the plan and the planning process unless we are required to disclose this information by law or by any government department or other regulatory authority. Where relevant, information may be disclosed to others outside the County Council such as the Planning Inspectorate.

4 The determination of planning applications

Types of planning applications

- 4.1 The County Council is responsible for determining planning applications for minerals and waste proposals and for its own development. The type, scale and complexity of applications vary enormously. These range from major proposals including new quarries, large scale waste management facilities, new schools and road schemes to minor applications such as small buildings within sewage treatment plants, applications to vary planning conditions, extensions to schools and multi-use games areas on school sites. Since their introduction in 2009 the County Council has also dealt with applications for non-material and minor-material amendments to existing planning permissions.
- 4.2 The nature of each application affects how long the County Council takes to deal with them. For instance, minor, straightforward applications are usually determined within 13 weeks, with more complex ones often taking over six months. Exceptionally, it can take a year or more to determine a very complex, major application.
- 4.3 Most major proposals are accompanied by a significant number of plans and supporting documents, including, where required, an environmental statement. These can raise complex issues which require extensive consultation.

Sometimes planning permissions are subject to legal agreements, which often add significant time to the issuing of the decision.

Stages of determining planning applications

4.4 The process of determining a planning application is essentially the same regardless of its size or complexity. The applicant must submit the necessary forms and supporting information and the County Council then makes a decision to grant or refuse planning permission after all consultations and negotiations have been completed. In some cases, the applicant may discuss the proposal with the County Council, other key consultees and local communities before the planning application is submitted. The merits of this approach are considered later in paragraphs 5.6 – 5.7.

Making the decision

- 4.5 Major and controversial planning applications are reported to the County Council's Planning and Licensing Committee for a decision by councillors. Using powers delegated to the Corporate Director for Policy, Planning and Corporate Services planning officers make decisions on more straightforward applications.
- 4.6 If a planning application is approved, the decision usually has a comprehensive set of planning conditions attached (with reasons) and sometimes a legal agreement covering aspects such as financial contributions towards the long term aftercare and management of a site or dealing with lorry routeing. Where appropriate, the County Council will undertake additional consultation on the approval of details required by planning conditions.

Compliance with the SCI, rights of appeal, legal challenges and complaints

- 4.7 If a planning application is refused, reasons have to be stated and applicants have the right to appeal against this decision or against conditions they consider to be unreasonable. Appeals are considered by a government inspector who can either uphold the decision made by the local authority or overturn it. Occasionally appeals are decided by the Secretary of State taking an inspector's advice into account. There are no third party rights to appeal against planning decisions. Additionally, there is no right of appeal against decisions made on the County Council's own applications.
- 4.8 The County Council has an internal complaints procedure to deal with matters relating to how planning applications have been processed, rather than the planning decisions themselves. This could include complaints that public consultation on a planning application has not complied with the SCI. Matters which cannot be resolved through this mechanism can be referred to the *L*ocal *Government Ombudsman*.

4.9 Very occasionally planning decisions are subject to legal challenges. Procedures for appeals and legal challenges fall outside the remit of this SCI.

Monitoring and enforcement

4.10 As most minerals and waste operations are ongoing and often long term developments, the County Council regularly monitors sites to ensure that planning conditions and legal agreements are complied with. This is done in accordance with an adopted 'Monitoring and Enforcement Policy and Protocol'. Where breaches of planning control occur then the County Council has a range of powers to enforce compliance. Other statutory bodies, such as the Environment Agency and district council environmental health departments, also have a role in enforcing the proper operation of sites.

Liaison groups

4.11 The County Council has encouraged the setting up of local liaison groups at most major quarries and waste management sites to help assist the dialogue between the industry and local communities. These meetings are usually held twice a year and may include site visits to look at how the development is progressing and what issues, if any, are of concern to the local community. Experience has shown that these meetings can be very effective at resolving issues and preventing problems before they arise, and operators are usually keen to be involved in this way.

5 Community involvement during the determination of planning applications

5.1 The methods of community involvement detailed below begin by setting out what the County Council must do, followed by additional measures it intends to undertake to meet the four key principles of the SCI (see paragraph 1.3).

Consultation, publicity and notification – what the County Council must do

- 5.2 Regulations require various bodies and organisations to be consulted on certain planning applications. For example, where an application affects a public highway, the local highways authority has to be consulted. If a proposed development involves mining operations or the deposit of refuse or waste, the Environment Agency has to be consulted. Consultees are either sent complete copies of the application or those sections which are relevant to them. Planning law requires statutory consultees to respond within a set time period of 21 days. Such bodies as Natural England will be allowed a longer period of time to comment on *certain* applications where this is prescribed by legislation.
- 5.3 The minimum requirements for publicity and notifying local communities are very limited, comprising a combination of one or more of the following: site notices; local press adverts, and notifying adjacent land owners. Applicants must also notify any owners of land to which the application relates if they are not themselves the owner. Which methods apply varies according to the type of planning application, details of which are set out in *T*able 2.

Table 2 – Publicity requirements for pl	anning applications								
•	own and Country Planning (Development								
Management Procedure) (England) Orde									
Type of Application	Minimum Publicity Requirements								
Applications for major development*	Posting of a site notice for not less than 21								
submitted with an Environmental	days, and								
Statement;	Notice in a local newspaper								
Applications involving a departure from									
the development plan; or									
Development affecting a public right of									
way									
Other applications for major	Posting of a site notice for not less than 21								
development*	days, or serving notice on adjoining								
	owners/occupiers; and								
	Notice in a local newspaper								
Applications affecting the setting of a	Posting of a site notice for not less than 21								
listed building or the character or	days; and								
appearance of a conservation area	Notice in a local newspaper								
Other applications	Posting of a site notice for not less than 21								
	days; or								
	Serving notice on adjoining owners/								
	occupiers								

* The definition of major development is set out in annex 2.

Additional consultation, publicity and notification – what the County Council proposes to do

- 5.4 The statutory publicity and notification measures listed above are unlikely to be very effective at engaging local communities. For instance, press notices generally follow a very legalistic format, do not set out the detailed nature of the proposed development and there is no means of establishing readership levels. Site notices are better at informing local residents of proposals, providing they are placed at accessible and easily visible locations, which the County Council endeavours to do.
- **5.5** On their own, press and site notices only achieve their purpose of notifying the public of proposals. However, they fall well short of the consultation and engagement measures communities can reasonably expect. The County Council therefore intends to use a range of other measures, discussed below, to ensure the SCI principles are met. A summary of all potential options is set out in Table 3 (see pages *21-23*). Details of when these options are likely to be used are set out in Table 4d (see page *27*).

Pre-application discussions

- The National Planning Policy Framework (paras.189-190) stresses that although developers are not required to engage with local authorities before submitting planning applications early engagement has significant potential to improve the efficiency and effectiveness of the planning application system for all parties and should therefore be encouraged. The main advantage of pre-application discussions is that they provide an opportunity for the County Council to check if any issues have not been covered before the planning application is submitted. They are generally only carried out for major or potentially controversial proposals, or those affecting a sensitive area, and can involve consultation with other organisations. This reduces the likelihood of the County Council having to request further information from the developer once the application has been submitted and then having to carry out further consultation on that information. Occasionally, County Council officers may advise developers that their proposals are contrary to planning policy and therefore planning permission is unlikely to be granted, leading to proposals being dropped.
- 5.7 Developers often request that pre-application information be treated as confidential for commercial reasons, for example when they have yet to secure a legal interest in the land. However, where such obstacles do not exist or have been overcome, there are benefits to 'front-loading' the process by encouraging pre-application dialogue with the wider community. This early stage offers a real opportunity for local residents to influence a development before final proposals are drawn up and submitted. While the County Council cannot make pre-

application discussions compulsory (with the exception of those application types listed in paragraph 5.8 below) it will continue to encourage developers to enter into them, and welcomes the involvement of the local community. Developers/applicants will be encouraged to ensure that all public meetings and exhibitions are held at easily accessible locations.

- 5.8 The Localism Act 2011 introduced a new requirement for applicants/ developers to consult local communities before submitting planning applications for certain developments. The details about what applicants will be required to do and which applications it will be applied to are still awaited. It is likely that it will only relate to very large scale proposals, probably development with a floor area of 10,000sqm or more or where the site area is 2 hectares or more. Applications will need to be accompanied by details of how the applicant has complied with the consultation obligations, including publicity given to the proposal and responses received. The Act then imposes a duty on the applicant to have regards to the responses when deciding whether to amend the application prior to submission.
- 5.9 This requirement to consult local communities will apply to proposals submitted both by external applicants and to the County Council as an applicant for its own developments, such as new schools, where these meet the relevant thresholds. At the time of drafting the SCI this requirement has yet to come into force. For further information about this please contact the Development Management Team.

Additional consultation

5.10 Beyond the statutory consultees described in paragraph 5.2, the County Council already consults other bodies and organisations it considers are likely to be interested in proposed developments and this will continue in the future. These include parish councils and organisations such as the Campaign to Protect Rural England, Nottinghamshire Wildlife Trust, the Health Protection Agency and local community groups. Annex 1 sets out the types of bodies and organisations to be consulted.

Near-neighbour notification on submitted applications

5.11 The most effective way of ensuring local communities are aware of a proposal is to notify individual homes and businesses by letter. Near-neighbour notification on planning applications is widely practiced by local planning authorities and the County Council is no exception. There are however no national standards or guidelines and each planning authority have had to develop its own approach.

- 5.12 The extent of this near-neighbour notification has been at the discretion of the case officer dealing with the application and it is proposed to retain this method in the future.
- 5.13 The extent of near-neighbour notification will vary according to the scale and nature of the proposal and its potential impact. For minor applications, consultation can usually be limited to properties adjoining the site. For larger scale proposals, such as a new quarry or school, more extensive consultation will be undertaken. The case officer will take account of details such as the proposed location and scale of new buildings and plant, access points, vehicular routes, and potential 'nuisances' such as noise, odour, dust and visual impact, and make a professional and well-informed judgement on who to notify. This process could also involve seeking advice from parish/town councils about any hard to reach groups in the area etc.
- 5.14 This approach differs from the more standardised near-neighbour notification that will apply to development plan allocations for minerals and waste proposals (see paragraphs 3.9 3.12). This is because consultation on planning applications can be more precisely tailored to reflect the expected impact of a detailed proposal. In contrast, near-neighbour notification on a development plan allocation can only look at the principle of the allocation. When deciding on the extent of near-neighbour notification, the County Council must also balance the benefits of consulting everyone who might be directly or indirectly affected against the costs and practicalities of doing so. The desire is to improve the quality of community involvement, not merely the quantity.
- 5.15 The County Council will continue to carry out near neighbour notification by letter with a site location plan enclosed. Comments will be invited within 21 days with all responses being acknowledged by the County Council. Specific requests for additional time to respond will usually be agreed to, where appropriate and practical. This could be to enable discussion at a parish council meeting or to take into account public and bank holidays. If significant amendments are made to a proposal the County Council will notify all original consultees about these changes.

Stakeholder group meetings

5.16 For complex applications or those in sensitive areas the County Council will consider bringing together the various parties involved in the planning application process including developers, government bodies and agencies, and representatives from local action or community groups to form stakeholder groups. Meetings of these groups could be arranged at key stages of the application to establish common ground and help facilitate proposals that are acceptable to all parties.

The role of parish/town councils

5.17 Parish and town councils, both within and adjacent to the parish council, have an important role to play in the planning process and can often be the focus of putting forward local concerns to the planning authority. They can also help identify hard to reach groups who might wish to be consulted on a certain issue. They can help identify suitable locations, such as parish/community halls, local libraries, public houses and post offices, for displaying additional planning documents, plans and other information, such as leaflets and posters, while also advising of suitable venues for holding public meetings and exhibitions. The County Council will continue to build on its existing relationships with them to make their role, and use of resources, more effective.

The role of voluntary and community organisations

5.18 Voluntary and community organisations can also have an important role to play when planning applications are submitted. This can be in partnership with parish/town councils or, in areas where there is no such *council*; they could be the main focus for engagement within the local community.

Groups we find hard to reach

- 5.19 The views of some sections of the community have traditionally been difficult to attain when dealing with planning issues. These sectors of the community are often referred to as 'hard to reach groups' and include:
 - Older people
 - Ethnic minority communities
 - Gypsies or travellers
 - People with disabilities

The County Council will make every endeavour to meet the requirements of the *Equality Act 2010*.

5.20 It is important that the SCI develops and expands on traditional consultation and engagement methods and adopts more imaginative ways of ensuring that these sections of the community become more involved in the County Council's planning issues. The various methods proposed are summarised in *T*able 3 (pages *21-23*) and by working with these groups and their representatives, it is hoped that they can have a more active role in planning matters in the future.

Public speaking at committee

5.21 Where planning applications are reported to the Planning and Licensing Committee for a decision, anyone who has submitted written views on an application within the appropriate timescale is given an opportunity to speak at committee. Details of who can speak and for how long are set out in the County Council's 'Guidance Note on Public Speaking at Committee' which can be viewed on the County Council's website at www.nottinghamshire.gov.uk

The use of the internet and other electronic communication

5.22 The County Council will continue to develop its website and other forms of electronic communication to make its planning service more accessible to the public and consultees. This will include placing information, such as planning application forms, plans and other supporting documents as well as decision notices, on the County Council's website. Electronic communication, such as CD ROMs and emails, will be used for consultation purposes where practical, available and preferred by consultees. Representations on planning applications can already be made electronically and it is anticipated that more use of electronic communication will be made in the future.

The use of the media

5.23 The County Council will utilise the local media, publications aimed at planning professionals and the minerals and waste industries, and its own publications to publicise its planning applications, particularly major or controversial ones. This could include press releases to local papers, radio stations and television. Press advertisements may also be used for announcing significant proposals. However, due to their high cost, the County Council will encourage developers to undertake these as part of any public engagement exercise, particularly at the pre-application stage.

Feedback

- 5.24 Anyone making representations on a planning application will be individually notified of the decision by the County Council when a final decision is made, if this is requested by them in writing. For all applications the decision, including the statement of reasons for the decision, will be placed on the County Council's website at www.nottinghamshire.gov.uk
- 5.25 Anyone making representations should be aware that names, addresses and any comments made will be publicly available and will be retained by the County Council for *the* relevant period of time.

Table 3 – Community involvement options – benefits and *resource implications*

Method	Objectives and benefits	Main resource implications
Near- neighbour notification	Ensures residents and businesses near a proposal are informed	Postage costsOfficer time identifying near neighbours
Stakeholder meetings	 Brings together representatives covering a broad cross-section of views Establishes common ground at an early stage prior to plans and policies being drawn up Allows issues to be discussed in great depth Creates better evidence base 	 Substantial officer time organising meetings and circulating documents/ correspondence Pressure on stakeholders who could be involved in numerous other similar meetings
Pre- application discussions	 Identifies important issues at an early stage in the process Provides an opportunity for the local community to influence a proposal before it is finalised Can discourage planning applications being submitted which are likely to be refused 	 Potentially significant officer time Implications for resources of applicants
Placing planning documents at local venues	Makes information more easily available to local communities	 Officer time arranging suitable venues with parish clerks Minimal additional printing costs
Loaning plans and documents	Makes information available to those with mobility problems which would otherwise be inaccessible	 Officer time System could be abused resulting in it becoming unmanageable
Public meetings	 Engages local communities on local issues Can highlight main issues at an early stage e.g. pre-application Response sheets could provide valuable feedback 	 Cost of hiring venues for meetings Officer time Can be confrontational Many people find it uncomfortable to participate

Method	Objectives and benefits	Main resource implications
Public exhibitions	 Makes detailed information available to local communities Raises the profile of significant local planning issues Response sheets could provide valuable feedback 	 Cost of hiring venues Considerable officer time, especially if exhibitions required to be manned at all times Can be confrontational Many people find it uncomfortable to participate
Leaflets and posters	User-friendly way of informing the public and consultees of the key points/issues of complex documents and applications	Design and printing costs (for planning applications, these could be borne by the applicant)
County Council website	 Makes detailed and up to date planning information widely available Meets e-government targets Provides an alternative way to make representations 	 Officer time updating the website, although this can offset additional printing costs Not accessible to everyone
Parish/town council websites	 Key planning information can be placed on the parish/town council's own website Increases local ownership of planning issues Improves working relationship between County Council and parish/town councils 	 Officer time communicating with parish/town council Not accessible to everyone
CD-ROMS, email and electronic documents	 Send details electronically to consultees instead of paper versions Makes relevant information available to a wider audience Provide online comment boxes for the public to complete Meets e-government targets Low cost and speed of email 	 Cost of CDs which can be offset by reduced printing costs Cannot be used by everyone
Press releases	 Provides information to local radio and other media Increases awareness and interest in planning matters Reaches a wider audience including potentially 'hard to reach' groups at a low cost Provides more user friendly format than statutory press notices 	 Officer time drafting the text Might not be used

Appendix B

Method	Objectives and benefits	Main resource implications
Press advert	 Promotes planning issues using local media Increases awareness and interest in planning matters Reaches a wider audience including potentially 'hard to reach' groups Provides more user friendly format than statutory press notices Guaranteed coverage, not subject to editorial decisions 	 High cost Cost implications for developer if they publish one
County Council's own publications, such as County News Professional publications, such as Minerals Planning	 Increases awareness and interest in planning matters User friendly format Guaranteed coverage, not subject to editorial decisions Informs professional organisations of planning matters in the county at a low cost 	 Limited additional officer time Timing of publications not guaranteed to mirror consultation exercises Timing of publications unlikely to mirror consultation exercises
Site liaison meetings	 Brings together site operators, council officers and the local community once a minerals or waste site is operational Keeps local communities informed of site operations Allows local concerns to be voiced and discussed in an open forum 	Officer time twice a year which could be substantial if there are a large number of sites having meetings
Planning Aid	 Provides impartial planning advice to those who cannot afford it Help communities understand the planning process Allows local communities to play a more proactive role in planning 	Resource/manpower implications for Planning Aid

			Li	ikely	meth	ods	of add	dition	al co	mmu	nity i	nvolv	emei	nt	
(A) Core strategies and development management policies documents		Statutory consultation	Stakeholder meetings	Documents at local venues	Loaning documents a	Public meetings	Public exhibitions	Leaflets and/or posters	County Council website	Parish council websites	Electronic communication	Press releases/adverts	County Council publications	Professional publications	
Target group for method of community involvement	Stage of document preparation	tation	g.	G,	enues	and plans			rs	ite	es	ation	ts	cations	ons
	Issues and options														
General public	Preferred options														
	Submission														
	Issues and options														
Government bodies	Preferred options														
	Submission														
	Issues and options														
Parish/ town councils	Preferred options														
	Submission														
	Issues and options														
Interest groups	Preferred options														
	Submission														
	Issues and options														
Other planning authorities	Preferred options														
	Submission														
	Issues and options														
Industry/utilities	Preferred options						•								
	Submission														

		လ္	L	ikel	y me	thoc	ds of	add	lition	al co	omm	unit	y inv	olve	men	ıt				
(B) Site specific documents		Statutory consultation	Near-neighbour notification	Stakeholder meetings	Documents at local venues	Loaning documents and plans	Public meetings	Public exhibitions	Leaflets and/or posters	County Council website	Parish council websites	Electronic communication	Press releases/adverts	County Council publications	Professional publications	Planning Aid				
Target group for method of community involvement	Stage of document preparation	tation	cation	cation	cation	cation	cation	U,	enues	ınd plans			SIS	site	es	ation	ঠ	ations	ons	
	Issues and options																			
General public	Preferred options		*																	
	Submission		*																	
	Issues and options																			
Government bodies	Preferred options																			
	Submission																			
	Issues and options																			
Parish/ town councils	Preferred options																			
	Submission																			
	Issues and options																			
Interest groups	Preferred options																			
	Submission																			
	Issues and options																			
Other planning authorities	Preferred options																			
	Submission																			
	Issues and options																			
Industry/utilities	Preferred options																			
	Submission																			

Table 4(c) – Community involvement – who, when and how

(C) Supplementary planning documents			Likely methods of additional community involvement										
			Docs at local venues	Loaning docs	County Council website	Parish council websites	Electronic communication	Press adverts	County Council publications	Professional publications			
Group	Stage	Statutory consultation	enues	and plans	website	websites	munication		il publications	ublications			
General public	Draft SPD consultation												
Government bodies	Draft SPD consultation												
Parish/ town councils	Draft SPD consultation												
Interest groups	Draft SPD consultation												
Other planning authorities	Draft SPD consultation												
Industry/utilities	Draft SPD consultation												

(D) Planning applications		(၇		I	_ike	ly m	etho	ods (of ac	diti	onal	con	nmu	nity	invo	olvei	men	t		
		Statutory and non-	Statutor	Pre-application discussions	Near-neighbour notification	Stakeholder meetings	Documents at local venues	Loaning documents and plans	Public meetings and exhibitions	Leaflets and/or posters	County Council website	Parish council websites	Electronic communication	Press releases/adverts	County Council publications	Professional publications	Site liaison meetings	Planning Aid		
Target group for method of community involvement	Type of planning application	and non-statutory consultation	Statutory publicity	publicity	publicity tutory consultation	ssions	cation	0	enues	and plans	exhibitions	rs	ite	es	ation	ts	ations	ons		
General public	Major/controversial																			
Gerrerai pasiio	Minor																			
Government bodies	Major/controversial																			
	Minor																	<u> </u>		
Parish/ town councils	Major/controversial																			
	Minor	1	-	1									-					$\vdash \vdash$		
Interest groups	Major/controversial Minor																	\vdash		
Other planning authorities -	Major/controversial		1															\vdash		
	Minor		†															$\vdash \vdash \vdash$		
Last at a torre	Major/controversial		<u> </u>															$\vdash \vdash \vdash$		
Industry/utilities	Minor																			

6 Resourcing community involvement

Resources available within the County Council

- 6.1 The planning functions covered by this SCI are carried out by the Planning Group, which includes Planning Policy officers and Development Management officers.
- 6.2 The Group is supported by a team of administration officers and a *GIS Development officer*. Temporary staff and consultant services can also be engaged for particular planning tasks, or to meet periods of particularly high workload.
- 6.3 The County Council also has a *Community and Voluntary Sector Team*, which is available to provide advice on community involvement.

Resource implications of the SCI proposals

6.4 The measures in this SCI are expected to place increased demands on officer time and resources, especially at the early stages of the planning process due to the greater emphasis on 'front loading'. However, any such increases – including short term demands to set up new processes and front-loading activities – will not be major, and should be offset by reductions over the longer term. For instance, enhanced community involvement in the early stages of core strategies and site allocation documents should yield a greater degree of consensus and reduce the scale of objections to be resolved closer to the public examination stage. By focusing on improving the quality of involvement – such as better access to information – rather than the quantity, the County Council is confident that it has the resources available and in place to deliver the proposals set out in this SCI.

The role of Planning Aid *England – a national Planning Aid* service

6.5 People often prefer to seek independent planning advice and therefore local residents and groups will be made aware of the role of *Planning Aid England*. *Planning Aid* provides a free and independent advice service on all planning related matters for individuals and community groups who cannot afford consultant's fees. It also works with communities to help them understand the planning process so that they can play a more positive role in it. *For more information contact the Planning Aid Adviceline*:

Tel: 0330 123 9244

Email: advice@planningaid.rtpi.org.uk

Making information accessible

6.6 The County Council will ensure that all forms of publicity are accessible to all sections of the community. The County Council's Communications and Marketing team are able to provide all consultation material, upon request, in other formats such as large print, audio and Braille. Information can also be provided in other languages. Venues chosen for public meetings/exhibitions or for viewing planning documents will be held in accessible locations, taking advice from parish councils where appropriate, as described above.

7 Monitoring and review

- 7.1 It is important that the methods of community involvement proposed in this SCI are regularly monitored in terms of their effectiveness. For instance, the SCI now advocates more use of electronic communication for its consultations to improve accessibility to information in the most cost effective way. The County Council will continue to work with the community to further enhance engagement measures in the light of experience. It is important that the County Council keeps track of these changes and that the SCI evolves in line with them.
- 7.2 The Minerals and Waste Development Framework arrangements have required the County Council to produce and publish an Annual Monitoring Report. An Annual Monitoring Report (AMR) has been published each year since the SCI was adopted. The Reports have acknowledged that the SCI predates significant revisions to the planning system since 2008, although the Government has advised that SCIs should not be reviewed for that reason alone. However, given the scale of the recent changes and other local factors, a review of the SCI is now considered to be timely. Regular Monitoring updates (in place of the AMRs) will continue to monitor the progress of the documents in the framework, including the updated SCI. They will also monitor the effectiveness of the policies and key indicators in these documents. For the SCI, this might include monitoring the response rate to near-neighbour notification exercises; information which could be used to decide whether the County Council's present approach to this remains unchanged or is amended.
- 7.3 The updated SCI is the result of the first review of the originally adopted SCI. It will itself be monitored in the Regular Monitoring updates and reviewed within the next 5 years.

Annex 1 – List of types of consultees

The following bodies and organisations will be consulted, as appropriate, during the preparation of development plan documents and the determination of planning applications.

County councils, district councils, parish/town councils – all councils within and adjacent to the county to be consulted on *Development Plan* documents which affect them along with, where appropriate, other councils. For planning applications, the relevant district and parish/town council is consulted along with other adjacent/nearby councils depending on the nature and size of the application.

Other statutory consultees, such as English Heritage, the Environment Agency, Natural England and the Coal Authority, are consulted on development plan documents and planning applications as appropriate depending on the nature of the document/application.

Interest groups such as Nottinghamshire Wildlife Trust, *the Woodland Trust* and local action groups. For development plan documents and planning applications, such groups will be consulted where appropriate depending on the nature of the document/application.

Utility companies such as Severn Trent Water and Network Rail. For development plan documents and planning applications, such companies will be consulted where appropriate depending on the nature of the document/application.

The minerals and waste industries and their trade associations – these will be consulted on minerals and/or waste development plan documents as appropriate. Consultation on planning applications will not normally be carried out.

As well as the consultation requirements for development plan documents and planning applications, the 2012 Regulations prescribe a list of specific bodies with which the Council must engage under the Duty to Cooperate.

Government Office for the East Midlands and the East Midlands Development Agency were abolished in 2010 and 2012 respectively and are no longer consultees on development plan documents or planning applications.

The County Council keeps a full list of all consultees for the minerals and waste development plan documents which is regularly updated and can be provided, or made available to view, on request. It should be noted that this list is not exhaustive and also relates to successor bodies where reorganisations occur.

Details on which bodies and organisations the County Council must consult are set out in *Article 16 of the Town and Country Planning (Development*

Management Procedure) (England) Order 2010 Full details of the content of Article 16 can be provided by the County Council on request.

Annex 2 - Definition of 'major development'

This is as defined in the Town and Country Planning (Development Management Procedure) (England) Order 2010

Major development means development involving any one or more of the following:

- (a) the winning and working of minerals or the use of land for mineral-working deposits;
- (b) waste development, such as any operational development designed to be used wholly or mainly for the purpose of, or a material change of use to, treating, storing, processing or disposing of refuse or waste materials;
- (c) the provision of dwelling houses where:
 - (i) the number of dwelling houses to be provided is 10 or more; or
 - (ii) the development is to be carried out on a site having an area of 0.5 hectare or more and it is not known whether the development falls within paragraph (c) (i);
- (d) the provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more; or
- (e) development carried out on a site having an area of 1 hectare or more.

Annex 3 – Legislative and policy background to the preparation of the SCI and other sources of information

Legal background

The SCI has been prepared in accordance with the following Government legislation and regulations.

Localism Act 2011

Planning and Compulsory Purchase Act 2004 as amended

Main Government legislation implementing the new Minerals and Waste Development Framework arrangements.

Town and Country Planning (Local Planning) (England) Regulations 2012

Sets out the procedures for the preparation of the SCI and other documents forming the Minerals and Waste Development Framework.

Town and Country Planning (*Development* Management Procedure) (*England*) Order 2010

Sets out procedures to be followed when determining planning applications.

National planning guidance and other Government publications

The following Government planning policy guidance has been considered during the preparation of the SCI

National Planning Policy Framework 2012

Government planning policy for plan making and development management

Community Involvement in Planning – The Government's Objectives (ODPM, 2004)

Government paper setting out the importance of greater community involvement and the principles underpinning the Government's approach to it.

Statements of Community Involvement and Planning Applications (ODPM, 2004)

Government report detailing the different community involvement approaches available during the planning application process.

Framework for Assessing Soundness and Focussing Representations on Development Plan Documents/Statements of Community Involvement – Consultation Draft, February 2005 (Planning Inspectorate)

Draft guidance on making representations and the independent examination process for the new Local Development Framework arrangements.

Nottinghamshire County Council publications

Nottinghamshire's Sustainable Community Strategy 2010- 2020

Aims to improve the economic, social and environmental wellbeing of the county through local partnerships.

Details of this document can be found on the County Council's website at www.nottinghamshire.gov.uk

Public Engagement Policy

Sets out a number of standards which the County Council should meet whenever it carries out a public consultation exercise.

Guidance Note on Public Speaking at Planning and Licensing Committee

Explains how people can voice issues regarding a particular planning application at committee before a decision on the application is taken.

Other legislation relevant to the preparation of the SCI

Equality Act 2010

Freedom of Information Act 2000

Data Protection Act 1998

The following websites provide additional useful information on the SCI and the planning system in general

Department of Communities and Local Government (www.communities.gov.uk)

Provides information on Government guidelines and initiatives.

Planning Portal (www.planningportal.gov.uk)

User friendly internet guide to the planning system set up by the Government.



Report to Policy Committee

17th April 2013

Agenda Item: 8

REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND CORPORATE SERVICES

WORK PROGRAMME

Purpose of the Report

1. To review the Committee's work programme for 2013/14.

Information and Advice

- 2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
- 3. The attached work programme was drafted in consultation with the Chairman and Vice-Chairman and includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.
- 4. As part of the transparency introduced by the new committee arrangements, committees are expected to review day to day operational decisions made by officers using their delegated powers. Such decisions will be included in the work programme on an annual basis and as specific decisions of interest arise.
- 5. The Policy Committee will be asked to determine policies, strategies and statutory plans developed or reviewed by other Committees of the Council. Committee Chairmen are invited to advise the Policy Committee of any additional policy reviews that are being considered.

Other Options Considered

6. None.

Reason/s for Recommendation/s

7. To assist the committee in preparing and managing its work programme.

Statutory and Policy Implications

8. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

1) That the Committee's work programme be noted, and consideration be given to any changes which the Committee wishes to make;

Jayne Francis-Ward Corporate Director, Policy, Planning and Corporate Services

For any enquiries about this report please contact: Matthew Garrard, Team Manager, Policy, Performance and Research T: (0115) 9772892 E: matthew.garrard@nottscc.gov.uk

Constitutional Comments (SLB 30/04/2012)

9. The Committee has authority to consider the matters set out in this report by virtue of its terms of reference.

Financial Comments (PS 2/5/12)

10. There are no financial implications arising directly from this report.

Background Papers

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None

Electoral Division(s) and Member(s) Affected

ΑII

POLICY COMMITTEE - WORK PROGRAMME

Report Title	Brief summary of agenda item	For Decision or	Lead Officer	Report Auth	
May 2013 22nd		<u>Information</u>			
Community Safety Agreement	To consider proposals from the Community Safety Committee on 23 April for the new community safety agreement	Decision	Jayne Francis- Ward	Chris Walker	
Freedom of Information Act Requests	Update on previous year's volume and types of requests and performance in terms of compliance with timescales.	Information	Celia Morris	Jo Kirkby	
Translation /Interpretation Services	Future delivery of the Services	Decision	Martin Done	Claire Yau	
Community Safety	To review community safety in accordance with the statutory requirement	Decision	Chris Walker		
Protection of Property & Funerals Policy		Decision	Caroline Baria		
June 2013 19th					
Sustainable Communities Act	To examine the opportunities provided by the Act and to determine whether and how these might be taken forward	Decision	Celia Morris	Steve Derbyshire	
Annual Performance Report 2012/13	Report on the overall progress of the County Council on its strategic priorities over the final quarter of the year and across the whole year.	Information	Celia Morris	Matthew Garr	
Improvement Programme – Annual Report	Annual report of achievements for 2012-13.	Information	Deborah Hinde		
Review of Complaints	Bi-annual overview of complaints received by the County Council.	Information	Celia Morris	Jo Kirkby	
Public Health	Update on cost pressures.	Information	Chris Kenny	Cathy Quinn	
July 2013 – 17th					
Social Media Usage	6 month usage of social media	Information	Martin Done		

Report Title	Brief summary of agenda item	For Decision or Information	Lead Officer	Report Author							
Economic Development Strategy	To consider proposals from the Economic Development Committee for an economic development strategy for Nottinghamshire	Decision	Celia Morris	Matt Lockley							
September 2013 – 11th											
October 2013 – 16th											
Welfare Assistance Scheme			Paul McKay								