

Meeting:	JOINT COMMITTEE ON STRATEGIC PLANNING AND TRANSPORT
Date:	9 th June 2023
From:	Joint Officer Steering Group

PROTOCOL FOR COLLABORATIVE WORKING ON MINERAL AND WASTE MATTERS

1 SUMMARY

- 1.1 It is good practice for partnership working between local authorities to be supported by written protocols which set out the key aspects of joint working and how the partnership will operate. The County and City Councils have worked collaboratively on mineral and waste planning since the City Council became a Unitary Council in April 1998. There is however no record of a written protocol to support this partnership working and it is recommended that the Protocol set out in the Appendix to this report should be adopted.

2. BACKGROUND

- 2.1 The County Councils Code of Corporate Governance promotes appropriate use of partnership and collaboration opportunities, wherever value may be added by these means and recommends that agreements or protocols are in place for all existing partnerships
- 2.2 The County Council has collaborated with the City Council on mineral and waste planning since 1998 but there is no record of this being defined or set out in a protocol document or similar. To rectify this, a short document has been written to set out what matters both Councils work together on and how this is carried out. Reference is made within the Protocol of the Joint Committee on Strategic Planning and Transport which provides a formal Committee for discussing mutual matters affecting mineral and waste planning.

3 RECOMMENDATIONS

- 3.1 That the Joint Committee approves the Protocol as appended to this report as defining the arrangements for collaboration on mineral and waste matters.

4 BACKGROUND PAPERS REFERRED TO IN COMPILING THIS REPORT

- 4.1 None.

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**NOTTINGHAMSHIRE COUNTY COUNCIL
NOTTINGHAM CITY COUNCIL**

**PROTOCOL FOR COLLABORATIVE WORKING ON MINERAL AND
WASTE MATTERS**

Introduction

1. Nottinghamshire County Council and Nottingham City Council (herein referred to as “the Councils”) are mineral and waste planning authorities for their respective areas. The Councils share a common boundary and collaborate on mineral and waste planning matters as these issues span the boundaries of their respective areas. This protocol describes how the authorities collaborate, how the process is governed and how revenue costs of plan making are shared.
2. The Councils meet at elected Councillor level through the Joint Committee for Strategic Planning and Transport which assist in promoting good dialogue and liaison between both Councils on planning and transport matters. The Committee’s Terms of Reference is updated every other year. Chairing and Hosting of the Joint Committee alternates between each Council every two years. Reports are made to each meeting on Mineral and Waste matters.
3. The Councils meet at officer level as required to progress operational work. Currently owing to the development of a Joint Waste Local Plan, the Councils meet fortnightly via MS Teams to discuss work in progress. Ad hoc meetings will be held to discuss mineral planning matters.
4. A Plan showing the relationship of Nottinghamshire County and Nottingham City is attached as Appendix 1 for information.

Mineral Local Planning

5. Nottinghamshire as a County is rich in mineral deposits ranging from sand and gravel in the river valleys, to limestone, gypsum, clay and oil. Coal was mined for many years resulting in the legacy of industrial villages and former coal tips and railways. Nottinghamshire County Council is responsible for preparing a Minerals Local Plan for Nottinghamshire based on forecasts of likely future demand for minerals including the allocation of land for further mineral development, providing policies on which to base decisions and appropriate policies to safeguard future mineral extraction.
6. Whilst some mineral resources are present in the boundary of Nottingham City (particularly sand and gravel), the opportunities to work these minerals are limited due to the built-up nature of the area. As a result, most minerals consumed in the city are supplied from either Nottinghamshire or further afield.

7. The Nottingham City Land and Planning Policies document contains policies against which any proposal for minerals development within the city boundary is assessed against, including a mineral safeguarding policy. It does not include demand forecasts for aggregate minerals.
8. In preparing each Local Plan, the Councils will share respective evidence on sites submitted and collaborate in assessment of any site which crosses each other's boundary. The Councils will seek to align their respective policies and evidence in respect of mineral development and carry out ongoing and continuous co-operation over mineral planning matters.
9. The County Council will prepare an annual Local Aggregate Assessment on behalf of both Councils to provide evidence of trends in sand and gravel production, assess future demand and in light of the level of permitted reserves will calculate the available landbank for aggregates (sand & gravel). This is used as a basis for any revision to the Nottinghamshire Minerals Local Plan and is a material consideration in determination of planning applications. The City Council will provide a small annual remuneration to the County Council of £750 for undertaking this joint report.
10. Both Councils will collaborate on any planning application for mineral development which crosses the City/County boundary and is made to each Council separately or on any other mineral application made within its area which will have an impact on the others area. Both Councils are committed to effective consultation and liaison to assist in the determination of such applications.

Waste Local Planning

11. Nottingham and Nottinghamshire share a common boundary and mutual interests over effective management of waste produced in Nottingham and Nottinghamshire. Whilst both Councils are separate Waste Management authorities, responsible for collection of household waste with separate contracting arrangements for doing so, waste is moved across our boundaries daily for processing.
12. Both Councils are committed to reducing the levels of waste produced in their areas and fostering a circular economy where waste is a resource to be re-used, re-cycled and materials or energy recovered. This will contribute to wider aims to be carbon neutral and build a sustainable future. It therefore makes sense to prepare a single joint Plan for Waste covering Nottinghamshire and Nottingham (to include provision for waste minimisation, recycling, recovery, and disposal as a last resort).
13. Both Councils therefore agree to work jointly to prepare and maintain a Waste Local Plan covering Nottinghamshire and Nottingham and the evidence base to support it.

14. Both Councils will collaborate on developing the timetable for preparing and reviewing Joint Waste Plans and including that timetable within their respective Local Development Schemes at the appropriate time.
15. The County Council will take the lead on arranging the project timetable and work programme for the Joint Plan and will arrange regular joint officer meetings as required.
16. The County Council will arrange meetings of an informal Joint Member Working Group as necessary to provide appropriate common briefing to leading members of both Councils. This Working Group shall comprise two elected members from each Council supported by senior officers from Planning and Waste Management services as necessary.
17. The County Council will be responsible for publishing and arranging consultation on the Local Plan as it is produced via its consultation portal.
18. The County Council will be re-imbursed by the City Council on a proportionate basis for the revenue costs of preparing the Joint Local Plan. The revenue costs mainly cover the costs of evidence being commissioned and the cost of examination of the Plan (Inspector, Venue, appointment of Programme Officer, any external legal costs required etc).
19. Re-imburement will be based on the population size of Nottingham relative to the total Nottinghamshire/Nottingham population at the time of any cost being due. At the time of writing, the Census 2021 is the best benchmark for relative population with Nottinghamshire at 824,800 and Nottingham at 323,700. As such, the City Council is currently expected to contribute 28.1% of the revenue cost of adopting the joint Waste Local Plan.
20. Each Council remains responsible for seeking appropriate approvals as part of its own governance arrangements for the various stages of Plan preparation -i.e. consultation, publication, submission and adoption.

Nottingham City Council
Nottinghamshire County Council

Protocol Version 1
Last updated: May 2023

PLAN OF NOTTINGHAMSHIRE SHOWING RELATIONSHIP TO NOTTINGHAM CITY AND SURROUNDING COUNTIES

