



Wednesday, 23 January 2019

Dear Sir/Madam

A meeting of the Jobs and Economy Committee will be held on Thursday, 31 January 2019 in the New Council Chamber, Town Hall, Foster Avenue, Beeston NG9 1AB, commencing at 7.00 pm.

Should you require advice on declaring an interest in any item on the agenda, please contact the Monitoring Officer at your earliest convenience.

Yours faithfully

Chief Executive

To Councillors: B C Carr
M J Crow (Vice-Chair)
E Cubley
T A Cullen
L Fletcher

J W Handley
M Handley
A Harper (Chair)
P Lally
R S Robinson

A G E N D A

1. APOLOGIES

To receive any apologies and notification of substitutes.

2. DECLARATIONS OF INTEREST

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.

3. MINUTES

PAGES 1 - 4

The Committee is asked to confirm as a correct record the minutes of the meeting held on 17 December 2018.

4. TOWN CENTRE TRADING POLICY PAGES 5 - 24

To seek committee approval to adopt a new town centre trading policy for the use of all Council owned squares.

5. TOWN CENTRES DATA PAGES 25 - 32

For members to note data collected from the footfall counters in Beeston and Stapleford and the Wi-Fi in Stapleford.

6. UPDATE ON KEY SITES PAGES 33 - 38

To update members of the Committee on the progress of housing sites across the Borough.

7. BUSINESS PLANS AND FINANCIAL ESTIMATES 2019/20 - 2021/22 PAGES 39 - 74

To consider the proposals for business plans, detailed revenue budget estimates for 2019/20, capital programme for 2019/20 to 2021/22 and proposed fees and charges for 2019/20 in respect of the Council's priority areas.

8. WORK PROGRAMME PAGES 75 - 76

To consider items for inclusion in the Work Programme for future meetings.

9. SITE UPDATE: FORMER CO-OP SUPERMARKET PROPERTY AT 100 NOTTINGHAM ROAD, EASTWOOD PAGES 77 - 78

To update members on the former Co-Op Supermarket property at 100 Nottingham Road, Eastwood Town Centre.

10. EXCLUSION OF PUBLIC AND PRESS

The Committee is asked to RESOLVE that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of the Act.

- | | | |
|-----|---|---------------|
| 11. | <u>SITE UPDATE: FORMER CO-OP SUPERMARKET
PROPERTY AT 100 NOTTINGHAM ROAD, EASTWOOD -
APPENDIX</u> | PAGES 79 - 82 |
| 12. | <u>TOWN CENTRES WI-FI</u> | PAGES 83 - 84 |

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JOBS AND ECONOMY COMMITTEE

17 DECEMBER 2018

Present: Councillor A Harper, Chair

Councillors: B C Carr
E Cubley
D L Fletcher
J W Handley
M Handley
M Radulovic (MBE)
R S Robinson

An apology for absence was received from Councillor M Crow.

10. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

11. **MINUTES**

The minutes of the meeting held on 16 July 2018 were confirmed and signed.

12. **LOCAL PLAN PART 2 UPDATE**

The Committee received an update on the Local Plan Part 2. It was noted that there had been a number of comments made by the Local Plan Inspector, including clarifying existing policies, providing supporting evidence of boundary additions and strengthening existing development sites.

13. **ECONOMIC DEVELOPMENT UPDATE**

The Committee noted the update on economic development. It was noted that three of the business grants had been awarded. The scheme has a maximum award of £1,000 grant with 12 full grants being available to businesses. It was expected this will be spent within the year from official release.

14. **UPDATE ON TOWN SQUARES INCOME**

The Committee received an update on the Town Squares income report. It was noted that the Council's budget for income received from town squares was £7,500.

15. HS2 UPDATE

The Committee received an update on the HS2 progress report. HS2 had produced a Working Draft Environmental Statement which sought to identify the likely significant environmental effects likely to be caused by the construction and operation of the HS2 railway along the proposed route and proposes mitigation to reduce or minimise the effects.

Concern was raised in relation to the demolition of the Greenwood Community Centre in Toton, the additional traffic flow caused by construction traffic and impact on the Toton Fields Local nature reserve.

RESOLVED to respond to the consultation within the appropriate time frame, endorsing the comments in the report with the additional comments made by the Committee and that the support of Full Council be sought to endorse this response.

16. BUILDING CONTROL ANNUAL REPORT

The Committee were updated on the various building control matters following the second full year of this service being provided by Erewash Borough Council. The objective of the joint service was to enable both authorities to provide a single service, improve service delivery, reduce costs and reduce support costs.

17. UPDATE ON KEY SITES

The Committee were informed of progress made on key sites. It was reported that the Beamlight site had outline planning permission approved for both sites. Concern was raised in relation to the contaminated land within the site. It was reported that soil samples were being taken and the results of these test will be published.

The Dovecote site required an application to be submitted by the applicant. However, the applicant had begun works prior to this being submitted. It was reported that the application, once submitted, would be reviewed by the Planning Committee to determine as appropriate.

18. OCCUPANCY OF MAIN EMPLOYMENT SITES AND BUSINESS SURVEYS UPDATE

The Committee received an updated on the occupancy rates of key employment sites. It was reported that responses to surveys sent to the key employment sites had risen from 12% to 35%.

Occupancy rates stand at 90% across the town centres in Broxtowe, in line with the national average.

19. JOBS CLUB

The Committee were informed of the progress made on the Eastwood Jobs Club. It was noted that 154 people had participated in the jobs club and had been supported with IT and online application issues.

It was reported that the jobs club would cost an estimated £1,000 for a six month period, with each session costing £100.

Resolved that jobs club continue to be funded.

20. PERFORMANCE MANAGEMENT – REVIEW OF BUSINESS PLAN PROGRESS – BUSINESS GROWTH

Members noted the report which focussed on progress against targets identified in the Business Growth Business Plan.

21. WORK PROGRAMME

It was requested that a report on the Eastwood Co-Op be added to the Work Programme.

RESOLVED that the Work Programme, as amended, be approved.

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Report of the Chief Executive

TOWN CENTRE TRADING POLICY

1. Purpose of report

To seek Committee approval to adopt a new Town Centre Trading Policy for the use of all Council owned squares.

2. Background

The Town Centres Policy has been updated to take into account the new Local Plan Part 2.

An Equalities Impact Assessment is attached as appendix 1.

The policy is attached as appendix 2.

3. Financial implications

Approximately £10,000 per annum from squares income, if a policy is not adopted and paid permits for squares use are to cease indefinitely.

<u>Recommendation</u>

The Committee is asked to RESOLVE that the Town Centre Trading Policy document be approved, with effect from 4 February 2019.
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Background papers

Nil

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EQUALITY IMPACT ASSESSMENT (EIA)

Directorate:	Chief Executive	Lead officer responsible for EIA	Matthew Batterham
Name of the policy or function to be assessed:		Town Centre Trading	
Names of the officers undertaking the assessment:		Matthew Batterham	
Is this a new or an existing policy or function?		New policy	
1. What are the aims and objectives of the policy or function? <ul style="list-style-type: none"> • To provide a consistent approach for determining applications to carry out 'town centre trading activities' at Council owned squares. • To clearly define with whom responsibility lies when determining applications and the roles of Council officers, members and committees have in the process. • To ensure decisions are taken in an open and transparent way. 			
2. What outcomes do you want to achieve from the policy or function? <ul style="list-style-type: none"> • Provide a clear process, in conjunction with an accompanying 'officers checklist', offering guidance to officers when dealing with applications to use Council owned squares for town centre trading. • Generate additional income for the Council through the issuing of permits for town centre trading activities in return for ground rent. 			
3. Who is intended to benefit from the policy or function? <ul style="list-style-type: none"> • Everyone 			
4. Who are the main stakeholders in relation to the policy or function? <ul style="list-style-type: none"> • Economic Development team>Business Growth Manager • Jobs and Economy Committee members • Licensing Department • Environmental Health Department • Democratic Services • The Police and Fire Service • Highways • Any applicants for trading on Council owned squares • Visitors to town centre (square) 			
5. What baseline quantitative data do you have about the policy or function relating to the different equality strands? <ul style="list-style-type: none"> • None 			
6. What baseline qualitative data do you have about the policy or function relating to the different equality strands? <ul style="list-style-type: none"> • None 			
7. What has stakeholder consultation, if carried out, revealed about the nature of the impact? <ul style="list-style-type: none"> • Not applicable – none undertaken 			

<p>8. From the evidence available does the policy or function affect or have the potential to affect different equality groups in different ways?</p> <p>No</p> <p>In assessing whether the policy or function adversely affects any particular group or presents an opportunity for promoting equality, consider the questions below in relation to each equality group:</p> <ul style="list-style-type: none"> Does the policy or function target or exclude a specific equality group or community? Does it affect some equality groups or communities differently? If yes, can this be justified? <p>No, no, n/a</p> <ul style="list-style-type: none"> Is the policy or function likely to be equally accessed by all equality groups or communities? If no, can this be justified? <p>Yes</p> <ul style="list-style-type: none"> Are there barriers that might make access difficult or stop different equality groups or communities accessing the policy or function? <p>No – the policy will be made accessible</p> <ul style="list-style-type: none"> Could the policy or function promote or contribute to equality and good relations between different groups? If so, how? <p>No</p> <ul style="list-style-type: none"> What further evidence is needed to understand the impact on equality <p>None</p> <p>9. On the basis of the analysis above what actions, if any, will you need to take in respect of each of the equality strands?</p>
Age: None
Disability: None – other than making accessible
Gender: None
Gender Reassignment: None
Marriage and Civil Partnership: None
Pregnancy and Maternity: None
Race: None– other than translation/communication as required
Religion and Belief: None
Sexual Orientation: None

Head of Service:

I am satisfied with the results of this EIA. I undertake to review and monitor progress against the actions proposed in response to this impact assessment.

Signature of Head of Service: Steffan Saunders – Head of Planning

Action Plan – None required

Policy: Town Centre Trading Policy

Author: L. Cairney
Division: Neighbourhoods and Prosperity
Date: 01/02/19
Review Date: 01/02/20

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1. Purpose

The document describes how, under what circumstances and subject to what conditions, Broxtowe Borough Council will permit temporary trading on designated Council owned land in Town centre locations.

2. Scope

- 2.1 This policy applies to town centre trading which is temporary in nature, on Council owned squares, not physical premises located within each town centre boundary, defined within the Council's most current Local Plan.
- 2.2 Permanent traders who currently stand at The Square, Beeston, under separate full lease agreements and are managed by the Council's Estates Section as commercial tenants, are excluded from this policy and have separate agreed terms for town centre trading detailed in their individual leases.
- 2.3 Town centre trading refers to activity at a Council owned town square, where a stall/s, promotional stand, catering vehicle or any combination of those operate with permission under a Council issued permit.

3. Policy

3.1 Principles

- To achieve the outcome of flourishing and thriving town centres.
- To ensure applications to trade are handled in a consistent and fair manner.
- To set out a clear set of considerations to guide decision making about allocation of permits.
- To prevent activity in town centres which may be undesirable and cause harm or nuisance.
- To ensure that town centres provide a variety of new and interesting opportunities for visitors, attracting visitors to shop in these locations.
- To enhance current town centre facilities.
- To increase the effectiveness Council owned assets, by generating additional income.

3.2 Responsibilities

- The Business Growth Manager shall be responsible for receiving, processing considering determining (against criteria set out in appendix 1) and issuing permit applications to use Council owned squares for town centre trading.
- The Business Growth Manager is responsible for ensuring this Policy is kept under review and for publishing the policy on the Council's website, and removing all previous versions.

- The Council's Environmental Health Department is responsible if requested to inspect and/or take formal action against a permit holder in case of a breach of licensing conditions.
- The Commercial Property Officer shall be the premises licence holder and is responsible for receiving and requesting regulatory action in relation to any allegations of breaches of license conditions.

3.3 Risks

Broxtowe Borough Council recognises that there are risks associated with the handling of applications for town centre trading activities.

This policy aims to mitigate the following key risks:

- Unsafe activities on Council owned land, which could cause injury, harm or distress.
- Unauthorised use or access of Council owned land.
- Damage to physical infrastructure of town centres, including street furniture and surfaces.
- Loss of potential income from ground rent.

Non-compliance with this policy may have a significant effect on the efficient operation of the Council and may result in financial loss, an inability to provide services to our customers, and adversely impact the Council's reputation.

4. Applications

- 4.1 Only fully completed applications will be considered. Details of minimum the supporting documents required are indicated at the top of the 'Use of Town Squares application form' in Appendix 1 but include as a minimum; signed and witnessed indemnity form, photograph/s of the stall/s setup and other associated equipment, proof of public liability insurance, and any further details at the request of the Business Growth Manager including risk assessments and event management plans.
- 4.2 Only applications received using the current version of 'Use of Town Squares application form' will be accepted.
- 4.3 Applications shall not normally be considered if submitted within 28 days of the proposed date of town centre trading activity. However, where there is enough officer time to carry out any necessary consultations, validate an application against all criteria in the 'officer checklist for town centre trading', produce and distribute a permit, applications within shorter timescales will still be considered.
- 4.4 Applications will be considered and permission to trade will be issued on a first-come first-served basis.

- 4.5 The Council will not take provisional bookings for use of any of its town squares. Any date/s and location are not secured by an applicant until a permit has been issued by the Council and in cases where the use is chargeable, paid for in full.
- 4.6 Applications will only be authorised during a 12-month period.
- 4.7 All applicants or operator/s of any stalls related to town centre trading must be over the age of 18 years.
- 4.8 Political parties and those groups affiliated to political parties are not permitted to hold a permit to use the sites covered by this policy.
- 4.9 Applications will normally be determined within 28 working days of submission.

5. Consultations

In determining applications under this policy the Business Growth Manager shall, where necessary, consult and take into account the views of:

- Environmental Health section
- Licensing section
- Health and Safety Officer
- Nottinghamshire County Council highways department
- Police
- Fire and Rescue Service
- Trading Standards

The following will be informed of the applications for permits:

- The leader of the Council and Opposition party leaders
- Local Councillors
- The Chair and Vice Chair of the Jobs and Economy Committee
- Parish or Town Council

It shall not be a requirement to consult individual traders in town centres.

6. Large Events

- 6.1 Where a town centre trading event has an attendance of more than 500 or more, a risk assessment, event plan (map identifying the exact location of all activities), an operational plan and emergency plan will be forwarded to the Police, the Fire Service and the Council's Environmental Health

Department a minimum of 28 days prior to the start of the permit. The lawful requirements of the above consultees will be complied with.

- 6.2 Where a town centre trading event has an attendance under 500 at one time and alcohol is being sold in conjunction, an applicant will need to serve the Council's Licensing Department with Temporary Event Notice. It should be noted that a Temporary Event Notice could produce objections from the Police and/or Council's Environmental Health Department. Events of 500 or more attendees at any one time which includes the sale of alcohol, may require a "time limited" premises licence. Organisers are advised to contact the Council's Licensing Team to ensure compliance with the Licensing Act 2003 requirements.
- 6.3 Where a town centre trading event has an attendance of 500 or more, an applicant must provide proof of public liability insurance cover, and a declaration of any stalls/operators planning to attend the event, must be included in any application, with the correct level of cover required by the operation of this policy. Because of the level of necessary consultation, an application for town centre trading which is likely to attract an attendance of 500 or more, cannot be considered in a reduced timescale.

7. Insurance

Where the proposed town centre trading is through market stalls, evidence of the correct levels public liability insurance cover will be required for each individual stall and the market in its entirety. The correct levels of cover are minimum £5m public liability cover for each individual stall and minimum £10m for an entire market/event.

8. Criteria for Determination of Applications

- 8.1 Applications shall be permitted if they enhance the facilities offered to visitors of town centres in Broxtowe unless:
- The application would be likely to present an unacceptable risk to public health and safety.
 - The application would be likely to cause undesirable noise or nuisance.
 - The application would be likely to damage the reputation of the Council or bring it into disrepute.
 - The application would be an affront to public decency.
 - The application would be likely to encourage hatred or extremism.
 - The application would be likely to be unsightly and detract from the visual amenity of town centres.
 - The application would be likely to damage or harm an element of the infrastructure or street furniture of town centres.

- 8.2 The introduction of additional trading competition which might affect the business of existing retailers shall not of itself be a ground for refusal of an application.

9. Access

- 9.1 The area of agreed squares use will be shown on an accompanying plan issued with a permit. Town centre trading should only take place within the highlighted area on the plan.
- 9.2 No vehicles are to use the squares unless agreed with the Business Growth Manager prior to the event.
- 9.3 Any vehicle/s using the square where permitted, must also apply for a Parking Dispensation available from the Council's Parking Services Department. Please note that there may be additional charges for this. Some vehicles may not be eligible for a parking dispensation, further terms and conditions of Parking Dispensations are available from the Parking Manager.
- 9.4 No trailer may use the square except as may be specifically approved by the Business Growth Manager, under conditions prescribed by them. Any application to use a trailer must give details of height, width, length and weight of the trailer and provide images.
- 9.5 Anyone town centre trading, must be able to produce accurate access information to any Council representative on request, which includes a valid signed permit and accompanying plan from the Business Growth Manager. Failure to produce the necessary documents may lead to the person/s attending being asked to leave the area permanently, with no refund of ground rent to be issued.

10. General Conditions of Permit

- 10.1 A permit holder or person/s employed by them, must not place on the street, fix to equipment/street furniture placed on the street, any advertising material of any description whatsoever except with written consent from the Business Growth Manager.
- 10.2 If large Christmas trees and associated safety barriers, seasonal planters, art exhibits or other temporary structures are in position at a town square, which limits the space for town centre trading, further conditions on times, dates, areas and methods of access could be applied to a permit, which

may differ from other permits issued previously or in the future for the same location.

- 10.3 Town Squares must be cleared as soon as practicable after the cessation of any town centre trading activity; this includes stalls, tables, vehicles and other associated equipment. All waste must be taken away from the site. The named permit holder will be responsible for litter related to any activity and maybe liable for associated costs related to the clean-up of improperly disposed waste. The public bins are not to be used to dispose of trade waste.
- 10.4 All applicants will indemnify the Council against all claims for damage or injury or loss arising out of the use of the squares for town centre trading.
- 10.5 In a case where town square space has been secured by a 3rd party promotional space booking agent, their own access information alone may not be accepted by a Council representative. Both the booking agent and any organisation trading at a square area (if these are separate) are responsible for ensuring a valid Council issued permit is available for inspection.
- 10.6 A permit holder or person/s employed by them, must not make any holes or indentations of any description in the ground, place or fix any equipment of any description into a town square surface.
- 10.7 A permit holder or person/s employed by them, shall not do anything in or on a squares area, which in the opinion of the Council, may pose or become a danger, nuisance or annoyance, cause damage or inconvenience to the Council or to the owners or occupiers of any premises within the locality or to members of the public.
- 10.8 A permit holder or person/s employed by them, must comply with all reasonable requirements of the Business Growth Manager, or any other authorised officer of the Council, a police officer or a police community support officer in the execution of their duties.
- 10.9 A permit holder or person/s employed by them, are expressly forbidden to sell, display or wear any article which is or is offensive either in writing, sound or pictures.

- 10.10 The appearance of associated equipment or structures shall be of good quality. Photographs are sent to the Business Growth Manager of equipment related to an application before a permit is granted. Where it is statutory that any equipment related to town centre trading activity is subject to a maintenance schedule, certificates or other documentation related to that equipment may be requested at the application stage.
- 10.11 No lighting, bunting or banners may be placed on town squares which could cause confusion with the traffic signals. Permission will be required to display lighting, bunting or banners from the Business Growth Manager.
- 10.12 No artificially amplified loudspeakers are permitted save with express authority from the Business Growth Manager.
- 10.13 All permits will be limited to daily 'trading hours' between 8am and 10pm.
- 10.14 A permit holder or person/s employed by them, shall obtain child protection training and where necessary CRB checks will be required.
- 10.15 Additional conditions may be imposed at the discretion of the Council.

11. Notifications and Additional Permissions and Requirements

- 11.1 An applicant will inform and consult with the local police station as soon as a permit is granted to trade on a town square, where the proposed activities would deem it appropriate.
- 11.2 Where town centre trading is through a regular organised market, it is the responsibility of market operator/manager named on the Council issued permit to obtain any additional licence/s from neighbouring local authorities that have protected market rights on certain days.
- 11.3 Information of any town centre trading activities which are licensable under the Licensing Act 2003 should be provided to the premises licence holder for a town square and form part of any required risk assessment. The full risk assessment must be in line with current Fire Precaution legislation. Any significant findings should be addressed to the satisfaction of the Fire Service prior to the town centre trading taking place.

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- 11.4 It is a legal requirement to apply to the Council's Licensing Department for a street collection permit when undertaking charitable collections or sales or any other activity where the collection or donation of cash occurs. (e.g. Busking for charity).
- 11.5 Where an applicant intends to carry out direct debit data capture on behalf of registered charitable organisations, the Council's Licensing Department must be informed as required by the Institute of Fundraising code of practice. This could include forwarding copies of the 'Use of Town Squares application form', or a notification via email from the Business Growth Manager to Licensing.
- 11.6 Where security staff are required and used for a town centre trading activity on a town square, they will be qualified as required by legislation. A legible record containing names, addresses and Security Industry Authority badge numbers of Door Supervisors shall be maintained and kept for a period of three months and be available for inspection by the Police and the Licensing Authority.
- 11.7 If it is indicated in an application the use of the Council's electricity supply is required for town centre trading activity, arrangements should be approved by the Business Growth Manager who has responsibility for this facility. Please note there is a charge for this, additional to any fee for ground rent. Applicants will be asked to sign a separate agreement for the use of the electricity supply.

12. Miscellaneous

- 12.1 The Council may find it necessary to issue multiple permits for the partial use of a square area at the same time, where there is physical capacity to carry out the activities listed on each individual permit harmoniously. The Council will inform all applicant's/permit holders affected where this may be the case, to stipulate the individual areas covered by each permit.
- 12.2 Where a Temporary Event Notice is required, the applicant should clearly define within their application documents and physically barrier a designated area on a town square, from the overall town centre trading activity, for the sale and consumption of alcohol. This defined area has a maximum attendance of 499 people.
- 12.3 Tacit consent for squares usage does not apply - i.e. if you have not heard from us following your application, this does not mean permission has been

granted. If you are still waiting for a permit 28 days after confirmation we have received an application, please contact us.

13. Refusal of Applications

If an application is refused the Business Growth Manager shall give written reasons for refusal to the Applicant within 5 working days of the decision being made.

14. Appeals

The decision to issue a permit for town centre trading is the responsibility of the Business Growth Manager. There is no formal appeals process in the event an application is refused or a previously issued permit is cancelled prior, or revoked during a booking. Applicants reserve the right to make a complaint, following the Council's formal complaints procedure.

15. Cancellations

15.1 The Council reserve the right to cancel any permit at short notice. This may be for a variety of reasons. For example, but not exclusively: non-compliance with, the 'Conditions of Permit for use of town squares', non-payment of any fees, because other agencies, such as, the highway authority or a statutory undertaker require access to the trading location, or any other point within this policy.

15.2 If a permit is cancelled or revoked, for any reason, the Council shall not in any circumstances whatsoever be liable to pay any compensation to the individual/s and/or organisations named on the permit and/or person/s employed by them, in respect of the cancellation.

16. Related Policies, Standards and Guidelines

This policy should be read in conjunction with the:

- Statement of Licensing Policy 2019-2024
- Broxtowe Enforcement Policy
- Environmental Health Enforcement Protocol

17. Enforcement

17.1 A permit for town centre trading activity will be cancelled if it is found by a duly authorised Environmental Health officer that there is an immediate risk to the public.

17.2 If it is judged by a duly authorised Environmental Health Officer that there is a breach of license condition, the license may be terminated forthwith.

18. Charges

- 18.1 Applicants may be required to pay a ground rent for occupation of an agreed space on a town square. Dependant of the amount of space and type of use, the rent amount will be determined by the Business Growth Manager in conjunction with the Council's Estates Section.
- 18.2 If a market operator/manager includes stalls that were not included in the original application, there may be retrospective charges made.
- 18.3 Where charges are applicable, permits are to be paid for in full, at least 28 days in advance and are non-refundable.
- 18.4 In circumstances where a valid application is made less than 28 days before proposed town centre trading is due to take place, payment for the permit must be made within the terms detailed on the Council issued invoice.
- 18.5 Charges will be reviewed annually.

19. Review

This document will be reviewed annually as a minimum or wherever there may be a change of influencing circumstances.

20. Appendices

Appendix 1

APPLICATION FOR THE USE OF TOWN SQUARES

As part of an application to use our town squares the Council requires the following: -

- ☐ A fully completed version of this application form.
- ☐ A signed and witnessed indemnity form.
- ☐ A photograph/s of the stall/s setup and other associated equipment.
- ☐ Proof of public liability insurance (minimum of £5m, terms apply) being in place to cover the stated booking use.
- ☐ Further information may be required including Risk Assessments, Event Management and Traffic Management Plans etc.

Please indicate which square you wish to use	Beeston	
	Kimberley	
	Stapleford	
Applicant name		
Applicant postal address		
	Post Code	
	Tel Number	
	Email	
Name of organisation booking space* <i>(If you are a booking/marketing agent applying for promotional space on behalf of a charity, please include their details below)</i>		
Address of organisation booking space		
	Post Code	
	Tel Number	
	Email	
Name of charity		
Charity contact name		
Registered address of charity		
	Post Code	
	Tel Number	
	Email	
Registered Charity Number		
State the nature of the booking and proposed activities		
Is the use of the square licensable under the Licensing Act 2003?	YES / NO <i>(delete as appropriate)</i> (If in doubt please contact the Licensing Department)	

<p>Give details of any equipment and/or stands to be used in conjunction with this booking, including size.</p> <p><i>(E.g. 3x3m gazebo with weights and a 1m high lectern)</i></p>	
<p>Do you require access to mains electricity as part of the square usage?</p>	<p>YES / NO <i>(delete as appropriate)</i></p> <p><i>(This carries an additional charge and separate agreement)</i></p>
<p>Date/s for proposed use of the square</p> <p><i>(This application must be received by the Council at least 28 days before the booking date in the application, to enable any necessary consultations to take place)</i></p>	
<p>Times for the proposed use of the square</p> <p><i>(This should allow for the set-up and take down of any equipment associated with the booking, including accessing the square for loading and unloading)</i></p>	
<p>Is this event in conjunction with a street collection?</p>	<p>YES / NO <i>(delete as appropriate)</i></p> <p><i>(This includes Direct Debit Collection data capture)</i></p>
<p><u>PLEASE NOTE</u></p> <p>Broxtowe Borough Council has under section 3 of the Local Government (Miscellaneous Provisions) Act 1982 adopted Schedule 4 of that Act with regard to Street Trading within specified areas of Beeston. These areas are now defined as 'Consent Streets', where street trading is not allowed without the permission of the Council. This designation came into force on the Monday 7th August 2017.</p> <p>The following areas in Beeston are designated as Consent Streets:-</p> <p>Chilwell Road, Chilwell/High Road, High Road, Wollaton Road, Station Street, Foster Avenue, Derby Street, Acacia Road, City Road, Regent Street, Willoughby Street, Union Street, Villa Street, Stoney Street, Marlborough Road and Broadgate.</p> <p>Any attempt by organisations, including promotional/marketing companies and space booking agents, to avoid a full commercial booking through the council and/or instructing their clients to a space in a defined consent street area without written permission from the Council (regardless of land being privately owned), is doing so illegally.</p>	
<p><u>DECLARATION</u></p> <p>I have read and undertake to observe the conditions relating to the use of the area indicated. I also enclose the duly completed form of indemnity.</p> <p>SIGNED: APPLICANT:</p> <p>DATE:</p>	

SUBMITTING YOUR APPLICATION

Scans of this form, public liability certificates and images can be emailed to us at towncentres@broxtowe.gov.uk

If you are unable to provide digital copies of the information required for an application, please call 0115 9173043/3446 for further assistance. Once all the requested information has been received, a decision will be made on the fee and whether to give permission for squares use by issuing a permit. Further correspondence may also be required before a decision is reached. A decision will be reached in line with the Council's 'Town Centre Trading Policy'.

Appendix 2



**INDEMNITY
FOR
USE OF TOWN SQUARES**

I/WE the undersigned for and on behalf of
(applicant).....

agree to indemnify Broxtowe Borough Council from any liability and associated costs
arising out of the negligence of the undersigned and/or its agents for the use,
organisation, supply and erection of materials for the purpose of (the event)

.....
(location).....

taking place on (date and time of event)
.....

I/we also agree that we will not hold Broxtowe Borough Council, its employees or
agents responsible for any loss damage or injury to persons or its property in
connection with the above mentioned event unless such loss or damage was as a
result of the negligence of Broxtowe Borough Council, its employees and or agents.

Dated this day of 20.....

Signed..... Witnessed.....

Address..... Address.....

.....

.....

Name in capitals..... Name in capitals.....

Position held Position held.....

21. Document Attributes

Document Information

Information Type	Document Information
Title	Town Centre Trading Policy
Identifier	Town Centre Trading Policy v1.0
File Location	https://intranet.broxtowe.gov.uk/document-central/policies-procedures/
Description	Policy to determine applications for temporary trading activities on designated Council owned land in town centre locations.
Keywords	Town Centre Trading, Town Squares, Squares Use, Town Centres
Format	MS WORD
Author	L.Cairney
Owner	Business Growth Manager
Classification	OFFICIAL
Date Created	11/01/19
Last Review Date	11/01/19
Next Review Date	Jan 2020
Date to Dispose	12 months after later version of policy released

Document Approval

Date	Name & Job Title of Approver(s)	Version
11/01/19	GMT Members, Chief Monitoring Officer	1.0

Document History

Date	Summary of Changes	Version
11/01/19	First Version – Pre Jobs & Economy Committee 31/01/19 (policy not adopted)	1.0

Distribution

Name/Group:

Heads of Service

Coverage

Name/Group:

All Staff

End of Document

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Report of the Director of Chief Executive

TOWN CENTRES DATA

1. Purpose of report

For members to note data collected from the footfall counters in Beeston and Stapleford and the Wi-Fi in Stapleford.

2. Background

Stapleford had WiFi and a footfall counter installed in May 2017. Data has been collected and made available on the Broxtowe Borough Council website on a weekly basis since then. Beeston has had a footfall counter in place since 2010 and has been collecting footfall information since then.

The information gathered over 2018 is attached in the appendices for both locations.

Recommendation

The Committee is asked to NOTE the report.

Background papers

Nil

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Annual Perfomance

ANALYSER (/ANALYSER)

CALENDAR (/CONFIG/EVENTSCALENDAR.ASPX)

EVENT COMPARE (/REPORT/EVENTCOMPARE.ASPX)

ANNUAL PERFORMANCE (/REPORT/ANNUALPERFORMANCE.ASPX)

1. Selected site: Beeston

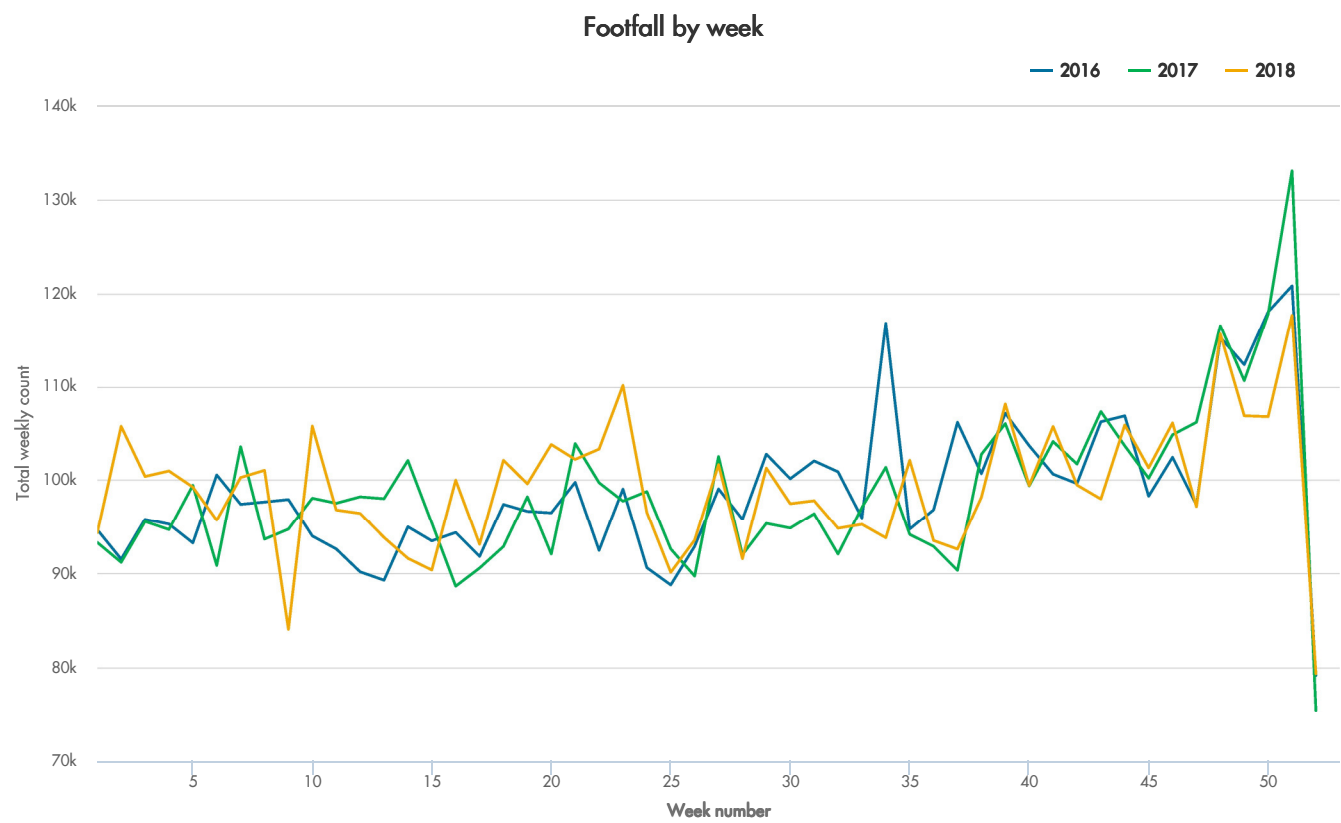
2. End date: 29 Dec 2018

3. Time: from 00:00 to 23:00

4. Sun, Mon, Tue, Wed, Thu, Fri, Sat

5. Grouping period: Weekly

Show + ()





Legend ▾

Springboard Research Ltd, Libra House, Sunrise Parkway, Milton Keynes, Buckinghamshire, MK14 6PH | T (UK): 00 44 845 359 2835 (tel:+448453592835) | Springboard Inc, 60 State Street, Suite 700, Boston, MA 02109 | T (US): 00 1 646 453 7675 (tel:+16464537675) | helpdesk@spring-board.info (mailto:helpdesk@spring-board.info)



Visitor Report Visitor Report page

Excel Export

1 Jan 2018 - 1 Jan 2019  

Start Page Tour

Print Report



1,404,084
Average visits, per year



118,097
Average visits, per month



27,149
Average visits, per week



3,847
Average visits, per day



1,393,645
Total visits this period



12:00 - 13:00
Busiest time of day

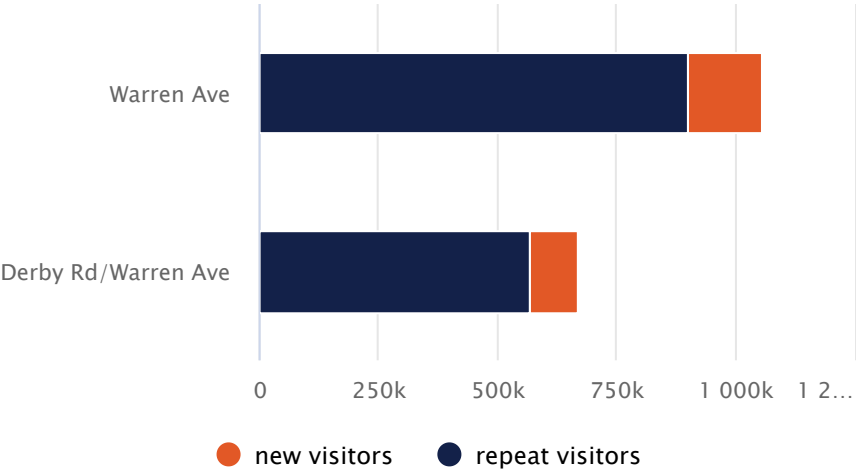
Average dwell time



3,818
Average visits per day

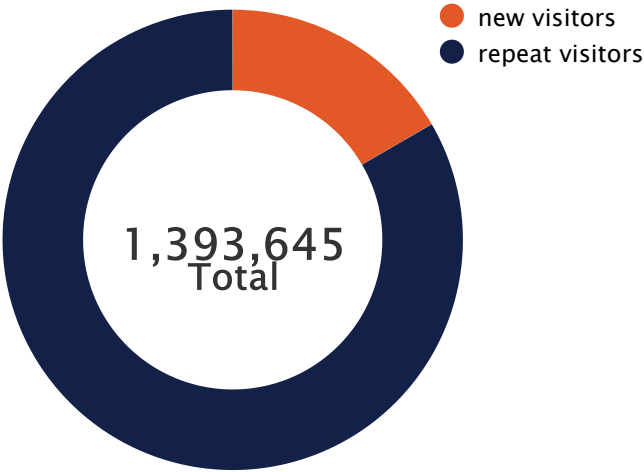
Busiest Zones

? () ↗ 0

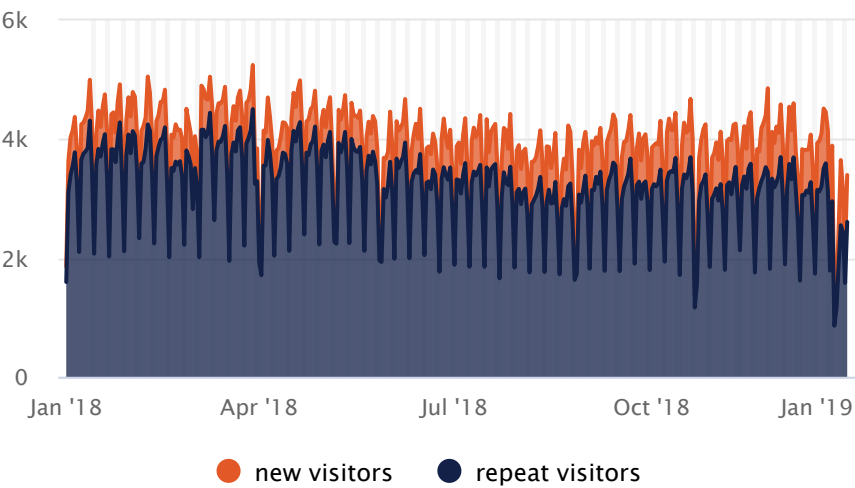


Total Visitors - New Vs Repeat

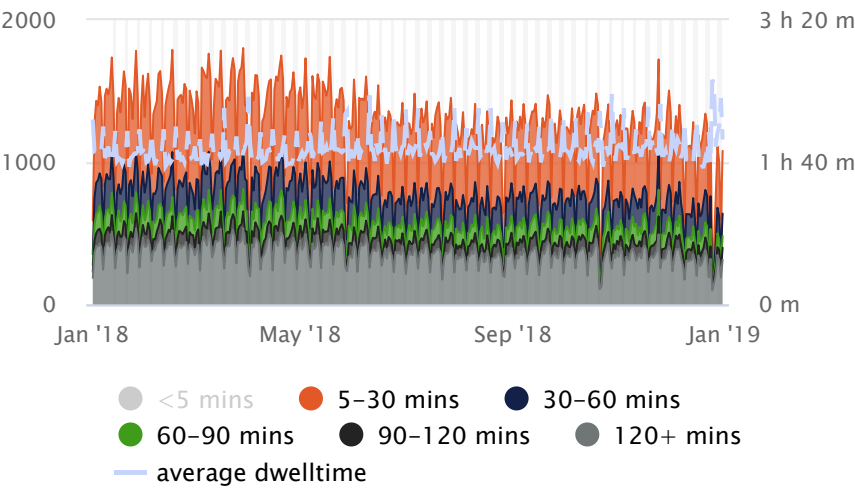
? () ↗ 0



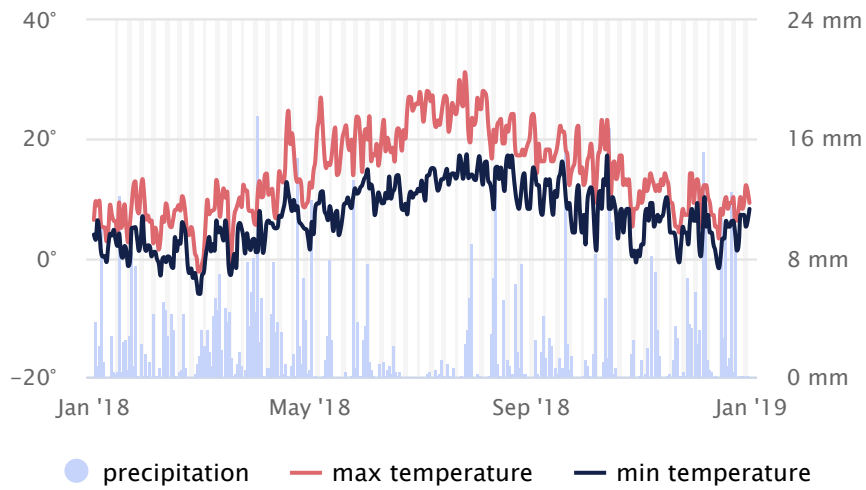
Number of Visitors - New Vs Repeat



Dwell time Analysis

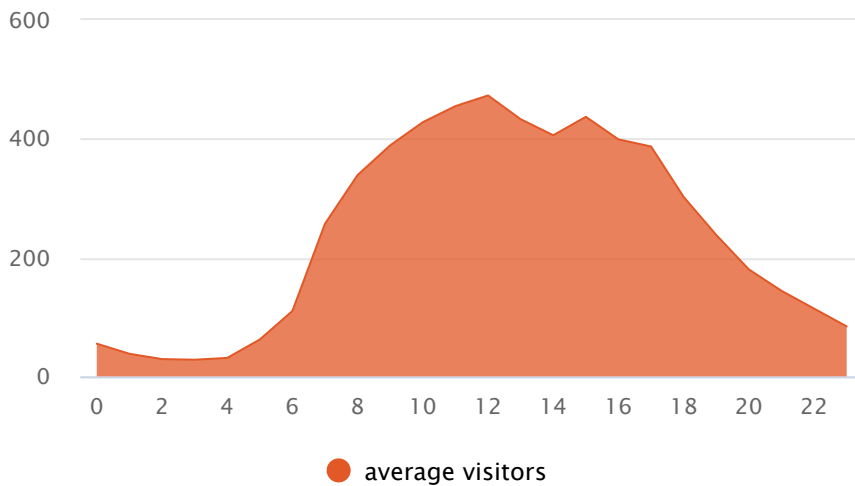


Weather Data powered by dark sky (<https://darksky.net/poweredby/>)



Time of Day - Average

? () ↗ 0



website: <http://www.elephantwifi.co.uk>
email address: support@elephantwifi.co.uk
report time: 21 January, 2019, 16:07 (GMT)

Report of the Chief Executive

UPDATE ON KEY SITES

1. Purpose of report

To update members of the Committee on the progress of housing sites across the Borough.

2. Background

In order to try and meet the housing targets within the Aligned Core Strategy housing delivery needs to increase. The Regeneration Manager has met with various landowners and developers in order to try to facilitate development on various sites across Broxtowe and the details of these investigations are included in the appendix.

3. Financial implications

Development on Council-owned land could lead to financial returns in the future.

Recommendation

The Committee is asked to NOTE the report.

Background papers

Nil

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Regeneration Sites Update

January 2019

Site	Progress Notes	Application Expected	Latest projected start date (best estimate)
Moults Yard, Stapleford	Foundation work has commenced on site however this has now been slightly delayed due to the discovery of Japanese Knotweed and the need to treat it.	Development Started and issues are resolvable as at Nether Street apartments opposite John Clifford School.	NA
The Manor Garage Site, Toton	<p>Pre application discussions are on-going. Further flood modelling has been carried out and submitted to the Environment Agency for comment.</p> <p>Discussions have determined that a full Flood Risk Assessment will be required and an overflow channel through the site should be constructed.</p> <p>There is a possibility that the front end of the site may be possible for development, but final modelling needs to take place.</p>	2018/ early 2019 (Progress is being made)	2019
Cossall Industrial Estate	Hybrid planning permission granted. Site meeting planned to look at various options regarding a detailed application in the near future.	Hybrid application approved and S106 signed. Likely revised scheme to be submitted	Winter 2018-Spring 2019
Beamlight. Eastwood	<p>Outline planning permission approved across both sites.</p> <p>Further planning applications have recently been submitted on both sides/sites. Eastern site – reserved matters for 30 houses has been approved. This is effectively phase one of the development on this side. Discussions have taken place with the developer (Persimmon) about bringing forward the remaining 120 dwellings and contamination issues are substantially addressed.</p> <p>Western site. Two planning applications one for 36 houses (reserved matters) one for 5 houses (full) are nearing determination. Verbal update on the night.</p>	<p>Eastern site: - Application for 30 houses on the far western edge approved. 120 (REM) expected in coming months.</p> <p>Western site: 1x 36 houses 1x 5 houses</p>	<p>Eastern Site – 2019</p> <p>Western site – 2019</p>

Hilltop House. Eastwood (Former cash office)	Various developers keen to redevelop this site but it is understood that as yet the site has not been sold. Had positive pre application discussions with some potential purchasers and have spoken to the marketing agents. An application for 15 houses and 4 apartments has been submitted.	Discussions have taken place between the Council, the Estate Agents and some potential purchasers.	Start date not know but is likely to be within 2/3 years of planning permission being granted. It will be anticipated until an agreement can be reached on the development viability of the site.
Brinsley High Street	Have spoken to all neighbours and land owners and generic enthusiasm from most for redevelopment of the area. However, whilst numerous developers have been contacted about this site and some have spoken to the site owners directly, interest is limited. This is due to the need to acquire several sites in order to make a viable scheme and the differing financial aspirations of the land owners. No further progress.	Discussions on-going.	Start date not currently anticipated until an agreement can be reached on the development viability of the site.
Beeston Cement Depot	Ongoing discussions with Network Rail about bringing this site forward and Network Rail have recently got internal support to release this site. Network Rails statutory pre-application process has concluded and therefore pre application discussions with the Council are currently ongoing. Likely to market the site in 2019.	Pre application stage.	2019
Mushroom Farm	All relevant planning applications have now been approved. Two units adjacent to the A610, approved under reference 15/00469/REM, are under construction. Furthermore, following the approval of a reserved matters application an industrial unit with a Gross External Area of 84 500sqm is under construction towards the east of the site. Two non-material amendment applications have recently been submitted,	NA	Under construction and nearly finished.
Boots	Work underway on access and S106 discussions at an advanced stage.	Meetings continue to take place to progress matters	2019
Kimberley Brewery	Finalising the S106 and detailed matters in respect of the undeveloped applications. It is anticipated that work on the brewery	The Section 106 is expected to be completed before the Jobs	Construction started on part of site. Start on the remainder

	yard part of the site will commence shortly after the decisions are issued.	and Economy Committee. Discussions are on-going with planning about developing the wider site.	anticipated soon afterwards.
Bartons	Planning permission granted and the Section 106 signed. Regular discussions take place between the planning department and the developers to try and maintain this momentum.	Resolved to grant planning permission 29 houses (full) and 221 outline.	Spring 2019
BBPK	Sec 106 agreement has been signed so there is now no longer any impediment to delivery and construction on site.	Sec 106 agreement has been signed.	Autumn 2019.
Cemex Concrete	Planning application approved for 20 dwellings. Contamination issues addressed as part of the outline planning application.	Approved.	2020
Eastwood Road/ Maws Lane, Kimberley	Discussions are on-going with the land owner and planning agent to try and bring forward both sites. Due to the weather and contractors commitments there was a delay in getting both sites sufficiently clear to begin topographical surveys. Nevertheless, it is expected to have topographical surveys carried out soon and the site to move forward. There are still some ownership issues around the access to the northern site that are slowly being resolved. It is anticipated that early draft plans will be submitted later this year.	Pre application discussions are on-going and early draft plans expected early next year. Applications 2018	2021
Dagfa House School	Permission granted to convert Dagfa House school into student accommodation (to provide 91 bed spaces) Additionally permission approved to construct additional student accommodation (providing 136 bed spaces). Various changes proposed following the submission of Non Material Amendments. Waiting for S106 to be signed, but nearing completion.	Application approved. On site now.	September 2019 completion for new university term.
Former Myfords Site Belong scheme at Committee on 5 December.	The planning application for 47 houses has now been approved (following the signing of a S106 agreement). A scheme for a nursing home on the same site has recently been submitted.	Housing scheme approved. Roads constructed.	2020

Walker Street, Eastwood	Discussions taking place to try and ensure there is no impediment to delivery including utilising available resources for a traffic survey and access work. The Regeneration Manager and Head of Neighbourhoods and Prosperity has liaised with the County Council over this issue. The new school has been erected and is open.	Detailed scheme expected imminently	July 2019
The Dovecote, Newthorpe	Pre application discussions have been taking place with the site owners.	Detailed scheme expected early 2019	2020

Joint Report of the Chief Executive, the Interim Deputy Chief Executive and the Interim Strategic Director

BUSINESS PLANS AND FINANCIAL ESTIMATES 2019/20 – 2021/22

1. Purpose of report

To consider the proposals for business plans, detailed revenue budget estimates for 2019/20, capital programme for 2019/20 to 2021/22 and proposed fees and charges for 2019/20 in respect of the Council's priority areas.

2. Detail

As part of the Council's performance management framework, the business and financial plans for the five corporate priority areas identified within the Corporate Plan 2016-20 are brought together in one report so that the linkages between service priorities, spending proposals and targets are clear.

Under the Constitution, financial and business planning is reported to the Committee which has primary responsibility for oversight of the relevant corporate priority area and related services, in this case the Jobs and Economy Committee.

The proposed Business Growth Business Plan is provided as a separate attachment to this report. The revenue and capital budget proposals for the corporate priority and relevant service areas, together with the proposed fees and charges, are provided in appendices 2a to 2c.

Following consideration by each respective Committee, a summary of the estimates, including any changes recommended, will be presented to the Finance and Resources Committee on 14 February 2019 for consideration and recommendation to Full Council on 6 March 2019.

Recommendations

- 1. The Committee is asked to RESOLVE that the Business Growth Plan be approved.**
- 2. The Committee is asked to RECOMMEND that the Finance and Resources Committee recommends to Council that the following be approved:**
 - a) The detailed revenue budget estimates for 2019/20 (base) including any revenue development submissions.**
 - b) The capital programme for 2019/20 to 2021/22**
 - c) The fees and charges for 2019/20.**

Background papers

Nil

APPENDIX 1**Introduction**

The Council's business and financial planning framework is one of identifying key service and spending pressures and prioritising resources accordingly, taking into account national and local priorities.

The targeted outcomes from these key issues and the anticipated impact on service performance are set out in Business Plans. These plans are combined with financial information, including proposals for reducing business costs and increasing income, to form the Business Plans for each priority area.

This report considers the detail in respect of the business plan covering the priority area of Business Growth. The financial consequences of the business plan, together with the expenditure and income from maintaining existing services, are set out in the revenue budget proposals, the capital programme and the proposed fees and charges which follow the plan.

Within the Business Growth Business Plan, attached to this report, there are some key tasks which can be met from existing resources or which relate to policy preparation. These are not included in the key spending proposals detailed in the appendices. Any planned activities which will have a financial implication either by increasing costs or reducing income by greater than £5,000 are identified, along with the financial impact in section 5 of the Business Plan.

There are also several key tasks where it is not appropriate to make financial provision at this stage. These include areas that are subject to external funding bids, partnership arrangements or where insufficient information exists at the present time. In addition, there are a number of capital schemes within the programme which are deemed to be 'awaiting funding' pending receipt of the necessary resources to complete them. These schemes will be brought forward for approval once a potential funding source has been identified.

All of these items will be the subject of further reports throughout 2019/20 as further information and resources become available, thus ensuring that the service and financial planning framework is a fluid process.

Business planning

As part of the Council's performance management framework, it is the responsibility of this Committee to consider the Business Growth Business Plan prior to recommendations being made to Council. The purpose of the business plan is twofold. Firstly, it establishes the linkage between the Council's high-level objectives and the strategies and aims of the respective services. Secondly, it outlines the services' proposals for meeting those aims and objectives.

This report deals with the Business Growth Business Plan and associated budgets covering this priority area. The Council's corporate objectives and aims, as included in the Corporate Plan 2016-2020, are shown at appendix 1a to provide the framework for consideration of the plans.

Financial background

The revenue and capital budget proposals for the corporate priority and support service areas, together with proposed fees and charges, are shown in appendices 2a to 2c.

The revenue budgets show the 2018/19 revised estimate as of September 2018 and the 2019/20 base estimate for the areas encompassed by the relevant business plans. The 2019/20 base estimate figures generally reflect the same level of service as in the current year with a few exceptions.

The following are included in the 2019/20 base figures in this report:

- a) An allowance for certain inflationary pressures including the anticipated April 2019 pay award and cost of utilities. The allowances are guided by the best available information at the time.
- b) Anticipated additional income arising from the review of fees and charges.

The following are not included in the 2019/20 base figures in this report:

- a) The revenue effects of the 2019/20 capital programme including the cost of any new borrowing to support the capital programme. The Finance and Resources Committee will consider the base budget including this item on 14 February 2019.
- b) Any revenue developments for 2019/20.

A classification of revenue expenditure is included at appendix 1b for the guidance of members.

APPENDIX 1a

FRAMEWORK FOR BUSINESS PLANNING

The Council formally adopted the Corporate Plan 2016-2020 in March 2016. This is subject to annual review to ensure that it continues to reflect the aims and objectives of the Council.

Vision

The Council's Vision for Broxtowe is "**a great place where people enjoy living, working and spending leisure time**".

Priorities

The Council's priorities have been updated within the context of national, regional and countywide plans aligning these with our own aspirations wherever possible.

The Council's priorities are **Housing; Business Growth; Environment; Health; and Community Safety**.

Underpinning the above and all of the Council's work is a series of values which the Council has adopted, namely:

Going the extra mile: *a strong, caring focus on the needs of communities*

Ready for change: *innovation and readiness for change*

Employees: *valuing our employees and enabling the active involvement of everyone*

Always improving: *continuous improvement and delivering value for money*

Transparent: *integrity and professional competence*.

Objectives

Each priority area is underpinned by its strategic objectives. Each strategic objective has targeted outcomes against which progress can be monitored.

Each priority area is underpinned by its strategic objectives. Each strategic objective has targeted outcomes against which progress can be monitored.

The priorities and objectives for **Housing** are 'a good quality affordable home for all residents of Broxtowe':

- Increase the rate of house building on brownfield sites
- Become an excellent housing provider
- Improve the quality and availability of the private rented stock to meet local housing need.

The priorities and objectives for **Business Growth** are 'new and growing businesses providing more jobs for people in Broxtowe and improved town centres':

- Increase the number of new business starting in Broxtowe
- Help our town centres to compete and attract more visitors
- Complete the regeneration of Beeston town centre and seek opportunities to regenerate town centres throughout Broxtowe

The priorities and objectives for **Environment** are 'The environment in Broxtowe will be protected and enhanced for future generations':

- Reduce litter and fly tipping to make Broxtowe cleaner
- Maintain and improve the green infrastructure of the Council
- Increase recycling, composting, renewable and energy efficiency projects as resources allow

The priorities and objectives for **Health** are 'People in Broxtowe enjoy longer, active and healthy lives:

- Increase the number of people who have active lifestyles
- Work with partners to improve the health of the local population
- Reduce alcohol related harm in Broxtowe

The priorities and objectives for **Community Safety** are 'Broxtowe will be a place where people feel safe and secure in their communities':

- Reduce the amount of anti-social behaviour in Broxtowe
- Reduce domestic violence in Broxtowe

APPENDIX 1b

REVENUE BUDGET 2019/20

CLASSIFICATION OF EXPENDITURE

The classification of expenditure shown in the revenue estimates is based on the C.I.P.F.A. Standard Accounting Classification. The following statement shows the type of expenditure charged to each heading:

EMPLOYEE EXPENSES	Salaries and Wages National Insurance Pensions
PREMISES RELATED EXPENSES	Repairs, Alterations and Maintenance of Buildings, Fixed Plant and Grounds Energy Costs Rents National Non-Domestic Rates Water Charges Fixtures and Fittings Cleaning & Domestic Supplies
TRANSPORT RELATED EXPENSES	Direct Transport Costs Recharge of Pooled Transport Costs Travelling Allowances
SUPPLIES AND SERVICES	Equipment, Furniture and Materials Clothing, Uniforms and Laundry Printing, Stationery and General Office Expenses Postages Telephones Insurances Grants and Subscriptions Miscellaneous Expenses
THIRD PARTY PAYMENTS	Other Local Authorities Private Contractors Charges from Trading Services
TRANSFER PAYMENTS	Housing and Council Tax Benefits
CENTRAL, DEPARTMENTAL AND TECHNICAL SUPPORT SERVICES	Administrative Buildings Expenses Central Departmental Support Departmental Administration
CAPITAL FINANCING COSTS	Operating Lease Charges Asset Register Charges

APPENDIX 2a

Jobs and Economy Portfolio - Revenue Budgets		
Cost Centre	2018/19 Revised Budget (as at December 2018)	2019/20 Base Budget (as at December 2018)
Directorate of Planning & Development	0	0
Planning - Management	(7,000)	0
Planning - Central Support	0	0
Planning - Development/Policy	8,450	7,783
Development Control	216,000	255,550
Building Control	0	0
Planning Policy	506,350	218,726
Industrial Development	(100,390)	(110,852)
Craft Centre Complex	2,850	(3,960)
Economic Development	398,450	327,764
Car Parks - Surface	34,450	21,721
Beeston Square	(517,700)	(562,422)
Beeston Square Service Charge Account	0	0
	541,460	154,309
Jobs and Economy Portfolio - Revenue Budgets		
Cost Centre	2018/19 Revised Budget (as at December 2018)	2019/20 Base Budget (as at December 2018)
Employees	1,287,350	1,233,650
Premises	182,860	158,825
Transport	10,000	6,500
Supplies & Services	358,400	124,275
Transfer Payments	0	0
Third Party Payments	0	0
Central Support Recharges	792,150	771,527
Capital Charges	184,800	184,800
Income (including recharges)	(2,274,100)	(2,325,268)
	541,460	154,309

The change in the 2019/20 base budget for total net expenditure when compared with the 2018/19 revised estimate is primarily a consequence of the following items:

	Change (£)
Employees - The 2019/20 base budget includes the April 2019 pay award that has already been confirmed and takes account of agreed establishment changes.	(53,700)
Premises - The 2019/20 base budget reflects an anticipated reduction of £23,000 in NNDR costs when compared to 2018/19.	(24,035)
Supplies and Services - The 2018/19 revised estimate includes the following budgets that were carried forward from 2017/18: <ul style="list-style-type: none"> • Neighbourhood Planning Support (£33,000) • Local Plan Examination (£79,700) • Assistance to Local Businesses (£16,000) • Town Centre Management (£14,200) • Partnership Development (£10,000) • Stapleford Town Centre (£3,400) - These are one-off items that are not included in the 2019/20 base budget	(234,125)
Central Support Recharges - The annual review of central support charges has resulted in some reallocations intended to better reflect the Council's management structure. These changes are balanced by opposite entries in the 2019/20 base budget for other committees.	(20,623)
Income (including recharges) - The 2019/20 base budget includes additional income in respect of Beeston Square rent (£29,800), government grants for custom build and brownfield land register work, grants for work on neighbourhood plans (£20,000) and industrial unit rents (£12,405). These are partly offset by a reduction of £50,000 in planning fee income from £580,000 in the revised estimate 2018/19 to £530,000 in the base budget 2019/20.	(51,168)

APPENDIX 2b

JOBS AND ECONOMY

No.	Scheme	Start	Finish	Estimated Total Cost				Net Revenue Costs in 2019/20	Full Years Revenue Effect of (6)	Net Effect of (5)
(1)	(2)	(3)	(4)	(5)	2019/20	2020/21	2021/22	(9)	(10)	(11)
1.	Car Park Resurfacing Works Provision ACTIVELY SEEKING FUNDING	Apr 19	Mar 22	£ 80,000 80,000	£ 25,000 25,000	£ 25,000 25,000	 30,000 30,000	£ 0 0	£ 0 0	£ 0 0
2.	Mushroom Farm – New Industrial Units Works Provision Capital Salaries ACTIVELY SEEKING FUNDING	Apr 19	Apr 19	224,000 22,400 246,400	224,000 22,400 246,400	0 0 0	0 0 0	0 0 0	(18,000) 0 (18,000)	0 0 0
Jobs and Economy TOTAL				326,400	271,400	25,000	30,000	0	(18,000)	0

JOBS AND ECONOMY CAPITAL PROGRAMME 2019/20Scheme
Number**1. Car Park Resurfacing (£25,000)**

The Council needs to ensure that its car parks are fit for purpose and managed in accordance with best practice and all legislative requirements. The popularity of the car parks has resulted in the surface of some car parks having to be repaired on a regular basis.

This budget is intended to enable a programme of resurfacing works to be undertaken at priority sites to ensure that they meet both health and safety requirements and the expectations of users.

2. Mushroom Farm – New Industrial Units (£246,400)

This scheme would utilise surplus parking provision at the Mushroom Farm site to construct four new industrial units. The demand for such units in the north of the borough is currently very high with occupancy rates at Council and privately owned units of 97% and 95% respectively.

The new units would provide both additional rental income for the Council and attractive, modern facilities for both new and existing businesses.

REVIEW OF FEES, CHARGES AND ALLOWANCES

All fees and charges are quoted exclusive of VAT, which will be added where applicable.

Economic Development

	<u>Present</u> <u>2018/19</u> <u>£</u>	<u>Proposed</u> <u>2019/20</u> <u>£</u>
Beeston, Eastwood and Stapleford Squares:		
Supply of electricity		
General	20.00	20.00
Charitable organisations, schools and community groups	10.00	10.00

There are charges attached to permits granted for the commercial use of town squares, which are based on the information provided in the application but follow no set fee schedule

Beeston Town Centre:

Administration charge for an application for permission to trade within a “consent street” area	25.00	26.00
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If permission is granted, this carries an additional annual charge, which is based on the information provided in the application but follows no set fee schedule

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BUSINESS GROWTH BUSINESS PLAN 2019–2022

This Business Plan details the projects and activity undertaken in support of the Broxtowe Borough Council Corporate Plan 2016 – 2020 priority of **Business Growth**.

The Corporate Plan prioritises local community needs and resources are directed towards the things they think are most important. These needs are aligned with other local, regional and national plans to ensure the ambitions set out in our Corporate Plan are realistic and achievable.

The Business Plan covers a three-year period but will be revised and updated annually. Detailed monitoring of progress against key tasks and outcome measures is undertaken quarterly by the Jobs and Economy Committee. The Policy and Performance Committee also receives a high level report of progress against Corporate Plan priorities on a quarterly basis.

The Council's Vision for Broxtowe is 'a great place where people enjoy living, working and spending leisure time'.

The Council's Values are:

- **G**oing the extra mile: **a strong, caring focus on the needs of communities**
- **R**eady for change: **innovation and readiness for change**
- **E**mployees: **valuing our employees and enabling the active involvement of everyone**
- **A**lways improving: **continuous improvement and delivering value for money**
- **T**ransparent: **integrity and professional competence**

The Council's Priorities and Objectives for BUSINESS GROWTH are 'New and growing businesses providing more jobs for people in Broxtowe and improved town centres':

- **Increase the number of new business starting in Broxtowe**
- **Help our town centres to compete and attract more visitors**
- **Complete the regeneration of Beeston town centre and seek opportunities to regenerate town centres throughout Broxtowe**

1. PUBLISHED STRATEGY AND POLICY DOCUMENTS SUPPORTING THE DELIVERY OF PRIORITIES AND OBJECTIVES

Strategy/Policy Document	Purpose of Document	Renewal Date	Responsible Officer/Contact
Corporate Plan 2016-2020	The Council's overarching plan for its priorities, targets and objectives. The plan sets out priorities to achieve the vision to make "Broxtowe a great place where people enjoy living, working and spending leisure time" with focus on the priorities of Housing, Business Growth, Community Safety, Health and Environment.	April 2020	Chief Executive
Business Strategy 2019/20 to 2021/22	Deigned to ensure that the Council is: <ul style="list-style-type: none"> • Lean and fit in its assets, systems and processes • Customer focused in all its activities • Commercially minded and financially viable • Making best use of technology. 	Updated annually	Deputy Chief Executive
Medium Term Financial Strategy 2019/20 to 2021/22	The Council's key financial planning document. In detailing the financial implications of the Corporate Plan, the MTFS provides a reference point for corporate decision-making and helps to ensure that the Council can optimise the balance between its financial resources and the delivery of its priorities. The MTFS informs the annual budget-setting process, ensuring that each year's budget is considered within the context of the Council's ongoing sustainability over the entirety of the planning period.	Updated annually	Deputy Chief Executive Head of Finance Services
Commercial Strategy 2017-2020	Promote and support a change in organisational culture towards a more business-like approach to the delivery of services. Overall, commercialism will enable departments to adopt a business-like approach with the focus firmly on delivering the best services possible for residents and businesses within the Borough whilst at the same time maximising income generation.	April 2020	Deputy Chief Executive Commercial Manager

Strategy/Policy Document	Purpose of Document	Renewal Date	Responsible Officer/Contact
Capital Strategy	An overarching summary document which encompasses all capital and treasury activity including the capital programme, financing planning, accounting policies and asset management.	Updated annually	Deputy Chief Executive Head of Finance Services
Broxtowe Economic Development Strategy	Provides a framework for the delivery of economic regeneration in the borough. The review was undertaken in 2017 and approved by Jobs and Economy committee in November 2017	2021	Planning Development and Regeneration Manager
Nottinghamshire County Council Growth Plan	Outline strategy detailing the County's priority areas and outcomes	Unknown (Third party document)	Planning Development and Regeneration Manager
Nottingham City Growth Plan	Outline strategy detailing the City priority areas and outcomes	Unknown (Third party document)	Planning Development and Regeneration Manager
Local Enterprise Partnership Industrial Strategy	Outline strategy detailing Sub-Regional priority areas and Investment Proposals	In process	Planning Development and Regeneration Manager
D2N2 Strategic Economic Plan	Strategic document for the Nottinghamshire and Derbyshire area	Recently reviewed	Planning Development and Regeneration Manager

Strategy/Policy Document	Purpose of Document	Renewal Date	Responsible Officer/Contact
Broxtowe Core Strategy	Strategic level document to replace Local plan	Review has commenced. Adoption is anticipated in 2021	Head of Neighbourhoods and Prosperity
Broxtowe Local Plan 2004	Planning policy framework up to 2011 which will be replaced by the Part 2 Local Plan in 2018	Part 2 Local Plan anticipated to be adopted in May 2019	Head of Neighbourhoods and Prosperity
Local Development Scheme	Programme of policy documents up to 2028 including the Core Strategy	Updated in July 2018	Head of Neighbourhoods and Prosperity
Boots Statement of Development Principles 2007	To establish and steer decisions on the future land use of the Boots site at Beeston/Nottingham City	No renewal date. Outline planning permission in place subject to S106	Head of Neighbourhoods and Prosperity
Boots Enterprise Zone Implementation Plan (Draft)	To progress the development of and investment in the Enterprise Zone site.	No renewal date. Outline planning permission in place subject to S106	Head of Neighbourhoods and Prosperity
Beeston Town Centre Action Plan	Supplementary guidance	No renewal date. Part 2 Local Plan contains detailed policies	Head of Neighbourhoods and Prosperity

Strategy/Policy Document	Purpose of Document	Renewal Date	Responsible Officer/Contact
Kimberley Brewery Planning Brief	To establish and steer decisions on the development of this site	TBC	Head of Neighbourhoods and Prosperity
Enforcement Concordat	Code of practice for central and local government enforcement. This to be updated as part of the Broxtowe Part 2 Local Plan	TBC	Head of Neighbourhoods and Prosperity/ Snr Enforcement Officer
Broxtowe Contaminated Land Strategy	Purpose of strategy is to detail how the Council will take a rational, ordered and efficient approach to inspecting the land within its duty under the Environmental Protection Act 1990	2023	Chief Environmental Health Officer
Understanding High Street Performance	Intended to help inform government and local authority decision making regarding town centres, high streets and local economic growth	TBC	Business Growth Manager
Portas Review	Intended to help inform government and local authority decision making regarding town centres, high streets and local economic growth	No further follow-up reviews planned	Business Growth Manager
Grimsey Review	Intended to help inform government and local authority decision making regarding town centres, high streets and local economic growth.	No further follow-up reviews planned	Business Growth Manager
Grimsey Review 2	Summary of the initial Grimsey Review published in 2013, with updated list of recommendations to reflect the retail landscape 5 years on from the first review. Intended to help inform government and local authority decision making regarding town centres, high streets and local economic growth.	No further follow-up reviews planned	Business Growth Manager

Strategy/Policy Document	Purpose of Document	Renewal Date	Responsible Officer/Contact
Association of Town and City Managers manifesto	Intended to help inform government and local authority decision making regarding town centres, high streets and local economic growth	None	Business Growth Manager

2. SERVICE LEVEL OBJECTIVES LINKED TO CORPORATE OBJECTIVES

Increase the number of new business starting in Broxtowe (BG1)

Service Areas covered by this Plan	Service Objectives
Economic Development and Regeneration	
Economic Development and Regeneration including Town Centre Management	<p>Work with key stakeholders to meet the skills needs of local employers, and to reduce unemployment and worklessness within the Borough. Work with partners in areas of higher unemployment such as Eastwood South, Chilwell West and Stapleford South East. Bring forward previously developed sites for development. Prepare and maintain the Local Land and Property Gazetteer (LLPG).</p> <p>Support and develop activity that promotes, markets and increases the profile of the Borough's town centres. Support business activity within Beeston town centre. Improve town centre Key Performance Indicators. Establish, support and develop the activity of town centre steering groups.</p>
Planning and Development Services	
Development Control	Provide pre-application advice (fee charged)), process applications, enforce permissions, defend appeals and successfully resist costs applications whether these are member overturns or not, secure community benefits from developers via S106 agreements and in the future through CIL if this is the route the Council decides on.
Planning Policy	Prepare and monitor statutory and non-statutory planning documents including the Part 2 Local Plan, contribute to wider strategies and major projects such as HS2, Beeston Town Centre redevelopment and NET phase 2, Boots Enterprise Zone, Beeston Business Park, support equality. Review Conservation Areas, prepare appropriate management plans and designate new areas. Provide support for the preparation of Neighbourhood Plans.

Help our town centres to compete and attract more visitors (BG2)

Service Areas covered by this Plan	Service Objectives
Economic Development and Regeneration	
Economic Development and Regeneration including Town Centre Management	<p>Work with key stakeholders to meet the skills needs of local employers, and to reduce unemployment and worklessness within the Borough. Work with partners in areas of higher unemployment such as Eastwood South, Chilwell West and Stapleford South East. Bring forward previously developed sites for development. Prepare and maintain the Local Land and Property Gazetteer (LLPG).</p> <p>Support and develop activity that promotes, markets and increases the profile of the Borough's town centres. Support business activity within Beeston town centre. Improve town centre Key Performance Indicators. Establish, support and develop the activity of town centre steering groups.</p>
Planning and Development Services	
Development Control	Provide pre-application advice (subject to a fee), process applications, enforce permissions, defend appeals and successfully resist costs applications whether these are member overturns or not, secure community benefits from developers via S106 agreements and in the future through CIL if this is the route the Council decides on.
Planning Policy	Prepare and monitor statutory and non-statutory planning documents including the Part 2 Local Plan, contribute to wider strategies and major projects such as HS2, Beeston Town Centre redevelopment and NET phase 2, Boots Enterprise Zone, Beeston Business Park, support equality. Review Conservation Areas, prepare appropriate management plans and designate new areas. Provide support for the preparation of Neighbourhood Plans.

Complete the regeneration of Beeston town centre and seek opportunities to regenerate town centres throughout Broxtowe (BG3)

Service Areas covered by this Plan	Service Objectives
Economic Development and Regeneration	
Economic Development and Regeneration including Town Centre Management	<p>Work with key stakeholders to meet the skills needs of local employers, and to reduce unemployment and worklessness within the Borough. Work with partners in areas of higher unemployment such as Eastwood South, Chilwell West and Stapleford South East. Bring forward previously developed sites for development. Prepare and maintain the Local Land and Property Gazetteer (LLPG).</p> <p>Support and develop activity that promotes, markets and increases the profile of the Borough's 4 town centres. Support the business activity within Beeston town centre. Improve Town Centre Key Performance Indicators. Establish, support and develop the activity of the town centre steering groups.</p>
Planning and Development Services	
Development Control	Provide pre-application advice (subject to a fee), process applications, enforce permissions, defend appeals and successfully resist costs applications whether these are member overturns or not, secure community benefits from developers via S106 agreements and in the future through CIL if this is the route the Council decides on.
Planning Policy	Prepare and monitor statutory and non-statutory planning documents including the Part 2 Local Plan, contribute to wider strategies and major projects such as HS2, Beeston Town Centre redevelopment and NET phase 2, Boots Enterprise Zone, Beeston Business Park, support equality. Review Conservation Areas, prepare appropriate management plans and designate new areas. Provide support for the preparation of Neighbourhood Plans.

3. MEASURES OF PERFORMANCE AND SERVICE DATA

Context – Baseline Service Data

Pentana Code	Service Data Description	Actual 2015/16	Actual 2016/17	Actual 2017/18	Comments including benchmarking data
EDData_09a	Borough unemployment rate (% of resident population aged 16-64 (as at March)	2.1% (Mar 2014)	1.4%	1.6%	
EDData_11 (was NI 163)	Proportion of population aged 16-64 qualified to NVQ level 2 or above	73.6%	76.9%	73.7%	
DSDData_01	Planning applications received	842	858	835	Figures likely to increase as the economy continues to improve and more viable previously developed sites are made available in the part 2 Local Plan, scheduled to be adopted in 2019. Estimated growth around £40,000
DSDData_05	Enforcement complaints	325	332	384	Figures likely to go up once more people consider home improvements, starting new businesses and general development opportunities including changes of use. The Council already provides comprehensive pre-application advice service to keep to a minimum the number of people undertaking works without knowing of the need for permission. However, even allowing for this, these figures do tend to rise at a time of increased development activity
DSDData_09	Planning appeals received	22	10	11	The Government has tightened the trigger points for 'special measures' in relation to Council decisions overturned at appeal

Pentana Code	Service Data Description	Actual 2015/16	Actual 2016/17	Actual 2017/18	Comments including benchmarking data
DSDData_10	Section 106 agreements completed	10	5	4	The Council will consider the merits of entering into a CIL charging schedule which will effectively replace S106 for most contributions if this is the route the Council decides on. This will be considered following receipt of the Local Plan Inspector's report
PMDData_01	No. of tickets issued by off-street car park pay and display machines	734,114	737,608	750,381	

Critical Success Indicators (CSI)

Priority leaders should work corporately to **define** the **outcome objective** for each priority area and **identify an outcome indicator** or indicators which will be **Critical Success Indicators**. There will be a maximum of two CSI for each corporate priority.

Indicator Description	Pentana Code	Achieved			Target			Indicator Owner and Comments (incl. benchmarking)
		2015/16	2016/17	2017/18	2018/19	2019/20	Future Years	
Critical Success Indicators (CSI)								
Town Centre occupancy rates: <ul style="list-style-type: none">BeestonKimberleyEastwoodStapleford	TCLocal_01	90%	90%	91%	92%	93%	94%	Business Growth Manager Targets are the same for each Town Centre
		94%	94%	94%				
		92%	89%	95%				
		92%	90%	91%				
		89%	87%	83%				
Supply of ready to develop housing sites	NI159	88%	72%	78%	100%	100%	100%	Head of Neighbourhoods and Prosperity
Employment Land take up	ERLocal_02	-	11,391	4,257	10,000	10,000	10,000	Head of Neighbourhoods and Prosperity Targets are gross figures which are additional to losses of employment land through change of use to housing
Planning applications approved for employment development (Class B1, B2 or B8)	ERLocal_03	-	20	-	TBC	TBC	TBC	Planning Development and Regeneration Manager 2018/19 is baseline year for this new indicator

Indicator Description	Pentana Code	Achieved			Target			Indicator Owner and Comments (incl. benchmarking)
		2015/16	2016/17	2017/18	2018/19	2019/20	Future Years	
Planning applications approved for new retail and commercial floor-space within the town centres	TCLocal_05	-	9	-	TBC	TBC	TBC	Head of Neighbourhoods and Prosperity

Performance Indicators

Priority leaders should identify two sets of performance indicators namely **Key Performance Indicators (KPI)** for reporting to GMT and Members and **Management Performance Indicators (MPI)** for use in business planning and performance monitoring purposes at a service level.

Indicator Description	Pentana Code	Achieved			Target			Indicator Owner and Comments (incl. benchmarking)
		2015/16	2016/17	2017/18	2018/19	2019/20	Future Years	
Key Performance Indicators (KPI)								
Town Centre occupancy rates:	TCLocal_01	90%	90%	91%	92%	93%	94%	Business Growth Manager
• Beeston		94%	94%	94%				National average is 89.9%
• Kimberley		92%	89%	95%				Targets are the same for each Town Centre. As housing developments take place this should increase visitors to town centres.
• Eastwood		92%	90%	91%				
• Stapleford		89%	87%	83%				

Indicator Description	Pentana Code	Achieved			Target			Indicator Owner and Comments (incl. benchmarking)
		2015/16	2016/17	2017/18	2018/19	2019/20	Future Years	
Major planning applications determined within 13 weeks	NI 157a	72.3%	84.2%	88.2%	60%	60%	60%	Head of Neighbourhoods and Prosperity The targets are realistic having up to date policy expectations clearly set out in the Part 2 Local Plan thus saving time on negotiations for S106 agreements
Minor planning applications determined within 8 weeks	NI 157b	92.3%	88.4%	92.6%	90%	90%	90%	Head of Neighbourhoods and Prosperity Where extensions of time are agreed and decisions are issued within this extended time, they would be reported as within target
Other planning applications determined within 8 weeks	NI 157c	95.0%	93.2%	96.6%	95%	95%	95%	Head of Neighbourhoods and Prosperity Where extensions of time are agreed and decisions are issued within this extended time, they would be reported as within target

Indicator Description	Pentana Code	Achieved			Target			Indicator Owner and Comments (incl. benchmarking)
		2015/16	2016/17	2017/18	2018/19	2019/20	Future Years	
Appeals allowed against refusals (delegated decisions or committee decisions in line with officer recommendation)	BV204	52.9%	26.7%	33.3%	30%	30%	30%	Head of Neighbourhoods and Prosperity
Appeals allowed against refusals % (Committee overturns).	DSDData_18	-	-	-	TBC	TBC	TBC	Head of Neighbourhoods and Prosperity New Indicator
Management Performance Indicators (MPI)								
Key Performance Indicator Overall Employment rate (working age) (KPI)	NI 151	70.7% (March 2014)	-	-	Tracking Indicator - No Target Set			Planning Development and Regeneration Manager People in employment as a percentage of all people aged 16-64 (Source: NOMIS official labour market statistics)
Higher unemployment rate: <ul style="list-style-type: none"> Eastwood South Stapleford North Chilwell West Stapleford South West 	EDData09 (a-f)	4.4%	-	-	Tracking Indicator - No Target Set			Planning Development and Regeneration Manager Figures from Employment Bulletins published by Nottinghamshire County Council

Indicator Description	Pentana Code	Achieved			Target			Indicator Owner and Comments (incl. benchmarking)
		2015/16	2016/17	2017/18	2018/19	2019/20	Future Years	
Undisputed invoices paid within 30 days	BV 8	99.2%	99.1%	99.5%	99%	99%	99%	Head of Finance Services
Undisputed invoices paid within 20 days	FPLocal_09	97.8%	97.4%	98.5%	95%	95%	95%	Head of Finance Services

4. KEY TASKS AND PRIORITIES FOR IMPROVEMENT 2019/20 – 2021/22 INCLUDING COMMERCIAL ACTIVITIES

Priority leaders are asked to consider potential **commercial activities** in their priority areas when setting the key tasks and priorities for 2019/20 to 2021/22. In doing so priority leaders should consider:

- In which service areas could new commercial activities be undertaken?
- How much additional income could be generated from the new commercial activities?
- Would additional resources (employees, equipment, systems etc.) be needed to undertake the new commercial activities? If yes, outline these with estimates of costs.
- How will these new commercial activities link into the Council's Medium Term Financial Strategy, Capital Programme, Business Strategy and Commercial Strategy?
- Will the new commercial activities affect existing Revenue and Capital budgets? If yes, then remember to include the net income or costs to Section 5 'Link Key Tasks and Priorities for Improvement to the Financial Budgets'.
- Please identify new '**commercial activities**' in the comments column.

Pentana Code	Description	Targeted Outcome	Partnership/ Procurement Arrangement	Officers Responsible/ Target Date	Budget Implications/ Efficiencies/Other comments
JBG1417_04	Promote benefits of apprenticeships	Promote the benefits alongside the yearly jobs fair	Job Centre Plus, NAS, NNF, DNCC, FSB, Colleges and Schools	Planning Development and Regeneration Manager Ongoing	
JBG1417_05	Provide a financial support scheme for small and medium businesses	Five take ups a year	Job Centre Plus, D2N2 Growth Hub, NBV.	Planning Development and Regeneration Manager Ongoing	Achieved.

Pentana Code	Description	Targeted Outcome	Partnership/ Procurement Arrangement	Officers Responsible/ Target Date	Budget Implications/ Efficiencies/Other comments
BG1821_01	Hold a developer forum to unblock obstacles to development	Secure a 10% year-on-year upturn in housing completions	Joint Planning Advisory Board (JPAB)	Head of Neighbourhoods and Prosperity March 2019	
BG1620_09	Redevelopment of Beeston Square – Phase 2	Mixed use development	Specialist advice and development and construction partners	Head of Property Services March 2021	
CP1417_02	Redevelopment of the Stapleford gateway Site	Creation of a redeveloped site to provide housing, employment and community facilities		TBC March 2021	Phase 1 is complete.
BG1620_05	Support tram extension to the HS2 station and transport infrastructure work in the wider region.	Support the provision of necessary transport studies as part of the devolution deal	NET	Planning Development and Regeneration Manager March 2020	
BG1620_07	CPO Moults Yard	Commencement on site by March 2018	Secure Development Partner	Planning Development and Regeneration Manager TBC	Secure development partner

Pentana Code	Description	Targeted Outcome	Partnership/ Procurement Arrangement	Officers Responsible/ Target Date	Budget Implications/ Efficiencies/Other comments
BG P2LP (Includes: JBG1518_02; JBG1518_06)	Bring forward the Part 2 Local Plan to adoption (Includes: Develop town centre plans; and Neighbourhood Plans)	Successfully steer the part 2 Local Plan through its examination process receiving a report recommending adoption from the appointed Planning Inspector	Development Partners and in particular Town and Parish Councils as part of their Neighbourhood Plans	Head of Neighbourhoods and Prosperity TBC for adoption	<p>Town centre studies, employment allocation and identification of policies to undertake as part of the single Part 2 Local Plan.</p> <p>This will create efficiencies in co-ordinated evidence gathering with the progression of the neighbourhood plans. Local plan examination expected to cost £60,000-£80,000.</p> <p>Each neighbourhood plan examination plus referendum is likely to be £20,000 supported by government grant.</p> <p>A single combined examination for the neighbourhood plans being progressed and the part 2 Local Plan could be maintained at £80,000-£100,000.</p> <p>It is unlikely that of the ten neighbourhood plans being prepared that all will be concluded in time for a combined examination.</p>

Pentana Code	Description	Targeted Outcome	Partnership/ Procurement Arrangement	Officers Responsible/ Target Date	Budget Implications/ Efficiencies/Other comments
JBG1518_06	Assist in the preparation of Neighbourhood Plans	Approve Neighbourhood Plan Area designations for all parish areas	Town and Parish Councils	Head of Neighbourhoods and Prosperity TBC	See above for budget savings
BG1620_08	Further report to Jobs and Economy Committee to enable consideration of undertaking a CIL charging Schedule	Produce a CIL if this is the route the Council decides on	Evidence for the Part 2 Local Plan has been produced in partnership to reduce costs	Head of Neighbourhoods and Prosperity TBC	Detailed viability work has been undertaken to inform the submission of the Part 2 Local Plan. This has been met from within the Local Plan examination budget of £80,000

5. LINK KEY TASKS AND PRIORITIES FOR IMPROVEMENT TO THE FINANCIAL BUDGETS

Priority leaders should ensure that key tasks and priorities (including **commercial activities**) that have a financial implication are included in the analysis below.

Revenue and Capital Budget Implications/Efficiencies Generated	2019/20 Budget £	2020/21 Budget £	2021/22 Budget £
Efficiencies Generated			
Continued Partnership working on Core Strategy Review	Unknown at this stage	-	-
New business/increased income			
Planning Application Income (Base Budget 2019/20 £530,000)	-	20,000	30,000
Neighbourhood Plan Grant income (Base Budget 2019/20 £30,000)	-	10,000	20,000
Pre-application Advice (Base Budget 2019/20 £25,000)	-	5,000	10,000
Grant income	10,000	10,000	10,000
Town Centre Trading	10,000	10,000	10,000

6. SUMMARY OF KEY RISKS

Priority leaders are to identify three strategic risks for the Business area and to determine whether these have been/or should be considered on the Council's Strategic Risk Register.

Key Strategic Risk	Is this already covered by an existing Strategic Risk?	What action can be taken/is required to mitigate/minimise the risk or threat
1. Insufficient urban design/conservation expertise to progress Part 2 Local Plan and Beeston Town Centre work in view of loss of previously available in house expertise	Yes	This risk has been substantially reduced by securing a replacement Conservation officer following the end of the arrangement with Erewash.
2. Finding of unsoundness at part 2 Local Plan/ CIL examination	Yes	Make adequate allocations in line with sustainable development principles. Ensure viability evidence is up to date.
3. Implement Beeston Square redevelopment	Yes	Review mix of uses within the scheme. Ongoing dialogue and finalisation of lease agreements. Ongoing discussions with advisors and members.

Also, the top five risks (strategic or operational) arising from the key tasks and priorities for improvement should be identified. Whilst, it will be expected that detailed risks will be considered as part of the project planning process for each key task, it is anticipated that there will be 'common themes' identified which should enable the key risks to be limited to the top five. An earlier example has been included for reference.

Code	Key Task	Risk or Threat to Key Task	Covered by an existing Strategic Risk?	Action taken/required to mitigate/minimise the risk or threat
BG P2LP	Bring forward the Part 2 Local Plan to Adoption	Finding of unsound from the Inspector	Risk 13 - Failure to provide housing in accordance with the Local Development Framework	Make sufficient allocations. Jobs and Economy Committee took the necessary decisions at meeting in January and July 2017.

Code	Key Task	Risk or Threat to Key Task	Covered by an existing Strategic Risk?	Action taken/required to mitigate/minimise the risk or threat
JBG1417_04	Work with partners to leverage investment and develop a Borough Wide incentive scheme for employers	Lack of capacity with competing priorities	No	Effective partnership working
BG1620_05	Support tram extension to the HS2 Station and transport infrastructure work in the region	Business case is declined by Government	No	Work with Transport partners to make a convincing case to Government
JBG1518_06	Assist in the preparation of Neighbourhood Plans	Lack of capacity with competing priorities	Risk 13 - Failure to provide housing in accordance with the Local Development Framework	Effective working with Town and Parish Councils. Effective working with Neighbourhood Forums

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Report of the Chair of the Jobs and Economy Committee

WORK PROGRAMME

1. Purpose of report

To consider items for inclusion in the Work Programme for future meetings.

2. Background

Items which have already been suggested for inclusion in the Work Programme of future meetings are given below. Members are asked to consider any additional items that they may wish to see in the Programme.

3. Work Programme

27 June 2019	<ul style="list-style-type: none"> • Wi-Fi Update • Core Strategy Update
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4. Dates of future meetings

- 27 June 2019
- 5 September 2019
- 21 November 2019

Recommendation

The Committee is asked to consider the Work Programme and RESOLVE accordingly.

Background papers

Nil

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Report of the Chief Executive

SITE UPDATE: FORMER CO-OP SUPERMARKET PROPERTY AT 100 NOTTINGHAM ROAD, EASTWOOD

1. Purpose of report

To update members on the former Co-Op Supermarket property at 100 Nottingham Road, Eastwood Town Centre.

2. Background

100 Nottingham Road became vacant following the Co-Op's decision to relocate staff to a smaller format new build store at Giltbrook in January 2017 and close their larger town centre store.

Following the Jobs and Economy Committee on 17 December 2018, a further updating report was requested as the property passes the 24-month mark of vacancy. The Economic Regeneration team monitor the property on a monthly basis as a minimum, when undertaking a wider occupancy check of Eastwood Town Centre.

100 Nottingham Road, as well as several neighbouring occupied units are still under Central England Co-Operative's ownership, with updates being received from their Asset Manager. An overview of conversations with the current site owner and the commercial agent instructed on the property, as well as some site milestones are included at the confidential appendix.

3. Financial implications

These are included at the appendix.

Recommendation

The Committee is asked to NOTE the report.

Background papers

Nil

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