

**To: The Deputy Leader and Members of the
Community and Environment Board**

**(Councillors Bell, Chambers, Gosling,
M Humphreys, Jenns, Jordan, Parker,
H Phillips, Macdonald, McLauchlan, Rose,
L Smith, S Smith and A Wright)**

For the information of other Members of the Council

For general enquiries please contact Democratic Services, on 01827 719450/719221 or via e-mail democraticservices@northwarks.gov.uk.

For enquiries about specific reports please contact the officer named in the reports.

The agenda and reports are available in large print and electronic accessible formats if requested.

COMMUNITY AND ENVIRONMENT BOARD AGENDA

11 October 2021

The Community and Environment Board will meet in The Chamber, The Council House, South Street, Atherstone on Monday 11 October 2021 at 6.30 pm.

The meeting can also be viewed on the Council's YouTube channel at [NorthWarks - YouTube](#).

AGENDA

- 1 Evacuation Procedure.**
- 2 Apologies for Absence / Members away on official Council business.**
- 3 Disclosable Pecuniary and Non-Pecuniary Interests**

4 **Public Participation**

Up to twenty minutes will be set aside for members of the public to put questions to elected Members.

Members of the public wishing to address the Board must register their intention to do so by 9:30am two working days prior to the meeting. Participants are restricted to five minutes each.

If you wish to put a question to the meeting, please register by email to democraticservices@northwarks.gov.uk or telephone 01827 719221 / 01827 719226.

Once registered to speak, the person asking the question has the option to either:

- a) attend the meeting in person at the Council Chamber;
- b) attend remotely via Teams; or
- c) request that the Chair reads out their written question.

If attending in person, precautions will be in place in the Council Chamber to protect those who are present however this will limit the number of people who can be accommodated so it may be more convenient to attend remotely.

If attending remotely an invitation will be sent to join the Teams video conferencing for this meeting. Those registered to speak should dial the telephone number and ID number (provided on their invitation) when joining the meeting to ask their question. However, whilst waiting they will be able to hear what is being said at the meeting. They will also be able to view the meeting using the YouTube link provided (if so, they made need to mute the sound on YouTube when they speak on the phone to prevent feedback).

- 5 **Minutes of the meeting of the Board held on 26 July 2021** – copies herewith, to be approved and signed by the Chairman.

PUBLIC BUSINESS (WHITE PAPERS)

- 6 **Budgetary Control Report 2021/22 Period Ended 31 August 2021** - Report of the Corporate Director – Resources
Summary

The report covers revenue expenditure and income for the period from 1 April 2021 to 31 August 2021. The 2021/2022 budget and the actual position for the period, compared with the estimate at that date, are given, together with an estimate of the out-turn position for services reporting to this Board.

The Contact Officer for this report is Nigel Lane (719371)

- 7 **Leisure Facilities: Service Improvement Plan** – Report of the Director of Leisure and Community Development

Summary

Appended to this report, for Members' consideration, is a copy of the Service Improvement Plan (SIP), detailing activity through to the end of August 2021, through which the Board has agreed to monitor the operational performance of the leisure facilities at each of its meetings.

The Contact Officer for this report is Russell Simkiss (719257)

- 8 **Queen's Platinum Jubilee Celebratory Grant Scheme** – Report of the Director of Leisure and Community Development

Summary

This report proposes the development and delivery of a scheme of financial assistance for community-based activities organised to celebrate the Queen's Platinum Jubilee.

The Contact Officer for this report is Becky Evans (719346)

- 9 **North Warwickshire Green Space and Playing Pitch Strategies – Progress Report** – Report of the Director of Leisure and Community Development

Summary

This report informs Members of the progress made in respect of delivery against the priorities set out in the North Warwickshire Green Space Strategy (2020 to 2033) and the adopted Playing Pitch Strategy (2018 to 2031).

The Contact Officer for this report is Becky Evans (719346)

- 10 **Health and Wellbeing Action Plan** – Report of the Director of Leisure and Community Development

Summary

This report provides Members with an update on the progress being made in respect of the actions identified in the approved Health and Wellbeing Action Plan (2020 to 2023).

The Contact Officer for this report is Becky Evans (719346)

- 11 **Minutes of the meeting of the Health and Wellbeing Working Party** held on 16 September 2021 - copy herewith.

12 **In-cab Technology** – Report of the Corporate Director – Streetscape

This report asks Members to approve the purchase and introduction of in-cab technology for waste and recycling vehicles.

The Contact Officer for this report is Richard Dobbs (719440)

13 **Exclusion of the Public and Press**

Recommendation:

To consider whether, in accordance with Section 100A(4) 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 by Schedule 12A of the Act.

14 **Extract from Community and Environment Board minutes – 26 July 2021**

STEVE MAXEY
Chief Executive

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
COMMUNITY AND ENVIRONMENT BOARD**

26 July 2021

Present: Councillor Bell in the Chair.

Councillors Chambers, D Clews, Hancocks, Jenns, Jordan, Moss, Parsons, H Phillips, S Smith and A Wright.

An apology for absence was received from Councillor Gosling (sub Parsons), M Humphreys (sub A Wright), Macdonald (sub Moss), Parker (sub D Clews) and L Smith (sub Hancocks)

1 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

2 Minutes of the Meeting of the Board held on 15 March 2021

The minutes of the meeting held on 15 March 2021, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

3 Budgetary Control Report 2021/22 Period Ended 30 June 2021

The Corporate Director – Resources reported on the revenue expenditure and income for the period from 1 April to 30 June 2021. The 2021/22 budget and the actual position for the period, compared with the estimate at that date were given, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

4 Leisure Facilities: Service Improvement Plan

The Director of Leisure and Community Development sought consideration of the Service Improvement Plan (SIP), which detailed activity through to the end of June 2021, through which the Board had agreed to monitor the operational performance of the leisure facilities at each of its meetings.

Resolved:

That the progress made against the requirements identified in the approved 2021/22 Leisure Facilities Service Improvement Plan, through which operational performance was monitored, be noted.

5 Boot Hill Recreation Ground, Grendon

The Director of Leisure and Community Development informed Members of the progress made in respect of the development of Boot Hill Recreation Ground in Grendon and sought the Board's direction on potential improvements to on-site ancillary accommodation and in respect of the potential granting of a Tenancy at Will to Grendon Football Club.

Resolved:

- a That the progress made in respect of the development of Boot Hill Recreation Ground in Grendon be noted;**
- b That the on-site ancillary accommodation at the Recreation Ground be improved by renovation of the existing brick-built facility; and**

Recommendation to Resources Board:

- c That the Borough Council enter into a short-term agreement with Grendon Football Club, for it to assume responsibility for the management and maintenance of Boot Hill Recreation Ground.**

6 Minutes of the Health and Wellbeing Working Party Meeting held on 21 June 2021

The minutes of the Health and Wellbeing Working Party meeting held on 21 June 2021 were received and noted.

7 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2020 – March 2021

The Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Board for April 2020 to March 2021.

Resolved:

That the report be noted.

8 **Update on Green Bin Service**

The Corporate Director – Streetscape updated Members on the impact and results of the introduction of the chargeable Garden Waste Service from 1 April 2021.

Resolved:

That the report be noted.

9 **National Waste Strategy Consultation Responses**

The Corporate Director – Streetscape set out the Warwickshire Waste Partnership's joint responses to the Government's second round of consultations on Extended Producer Responsibility, Deposit Return Schemes and Consistent Collections, as set out in the National Resources and Waste Strategy.

Resolved:

That the report be noted.

10 **Exclusion of the Public and Press**

That under Section 100A(4) of the Local Government Act 1972, it was resolved that 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 by Schedule 12A to the Act, namely it is likely to reveal the identity of an individual.

11 **Polesworth Sports Centre**

The Director of Leisure and Community Development sought approval for a proposed approach to resolving the short-term future of leisure facility provision in Polesworth.

It was proposed by Councillor Chambers and seconded by Councillor H Phillips by way of amendment:

That the recommendation was replaced by the following:

- a proposals for a new build leisure centre serving Polesworth / Dordon and surrounding villages be brought forward for approval by C and E board and Full Council by March 2022;**
- b the Chief Executive and Leader of the Council: -**
 - i make further attempts to re-open discussions with the Communities Academies Trust about**

For – Bell, D Clews, Jenns, Jordan, Moss, S Smith and A Wright (7)

Against – Chambers, H Phillips (2)

Abstain – Hancocks, Parsons (2)

Margaret Bell
Chairman

Agenda Item No 6

Community and Environment Board

11 October 2021

Report of the Corporate Director – Resources

Budgetary Control Report 2021/22 Period Ended 31 August 2021

1 Summary

- 1.1 The report covers revenue expenditure and income for the period from 1 April 2021 to 31 August 2021. The 2021/22 budget and the actual position for the period, compared with the estimate at that date, are given, together with an estimate of the out-turn position for services reporting to this Board.

Recommendation to the Board

That the report be noted and that the Board requests any further information it feels would assist it in monitoring the budgets under the Board's control.

2 Introduction

- 2.1 Under the Service Reporting Code of Practice (SeRCOP), services should be charged with the total cost of providing the service, which not only includes costs and income directly incurred, but also support costs relating to such areas as finance, office accommodation, telephone costs and IT services. The figures contained within this report are calculated on this basis.

3 Overall Position

- 3.1 The actual expenditure for budgets reporting to this Board as at 31 August 2021 is £2,029,450 compared with a profiled budgetary position of £2,154,106; an underspend of £124,656 over the period. Appendix A to this report provides details of the profiled and actual position for each service reporting to this Board, together with the variance for the period.

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- 3.2 Where possible, the year-to-date budget figures have been calculated with some allowance for seasonal variations, in order to give a better comparison with actual figures. Reasons for the variations are given, where appropriate, in the detail below.

3.3 Leisure Facilities

- 3.3.1 The overall underspend of £8,373 against the profiled budget is due to reduced spending on employees of £67,205; premises of £17,297; and supplies of £12,386 across all sites. This has been partially offset by lower

than profiled income across all sites of £88,851. The underspends on premises and supplies may not continue to the year end. The reduction in income is a result of the Covid-19 pandemic which saw the closure of all centres and restricted capacity upon reopening in accordance with Government guidance. Whilst procedures have started to return to a new “normal”, income is going to continue to be affected during 2021-22. Increased safety measures have led to a reduction in numbers able to attend Leisure Centres and the cancellation of some activities such as birthday parties.

3.4 Refuse and Recycling

3.4.1 Overall refuse and recycling has an underspend of £64,989 to date.

3.4.2 This is mainly due to income above expectation from the newly chargeable green waste service of £150,447 less the associated costs of the bin stickers of £23,850. There are also additional recycling disposal costs of £9,388 and a continued requirement to use additional agency staff to complete additional rounds. There has been some reduction in transport running costs due to lower than expected maintenance costs to date.

3.4.3 Domestic refuse costs have increased due to the use of additional agency staff to complete extra rounds. These costs have been partially offset by a reduction in transport running costs due to lower than expected maintenance costs to date. In addition, there is higher than expected income from trade refuse collection of £9,378.

3.5 Streetscene Grounds Maintenance

3.5.1 The underspend of £14,607 is due to lower employee costs due to vacancies of £10,678; and lower than profiled spend to date on the equipment budget of £4,662.

3.6 Cesspool Emptying Budget

3.6.1 The overspend of £9,961 reflects lower than profiled income of £5,616 and the higher disposal costs from Severn Trent of £7,030. These have been partially offset by a reduction in employee costs of £2,553.

3.7 Amenity Cleaning

3.7.1 The current underspend of £47,502 relates largely to lower employee costs of £29,078 due to vacancies and to an operative working in Recycling to cover a shortfall caused by the current pandemic. There is also lower than profiled spend on equipment, general fly tipping and asbestos fly tipping of £11,134. Transport costs are £7,570 below profile due to lower fuel, repairs and maintenance costs.

4 Performance Indicators

4.1 In addition to the financial information provided to this Board, when the budgets were set in February, performance indicators were included as a means of putting the financial position into context. These are shown at Appendix B.

4.2 The majority of the Performance Indicators are comparable with the profiled position.

4.3 Leisure KPIs are being reported in another report on this agenda.

4.4 The main reason the for the variance in the gross cost per collection relates to the additional disposal income collected on behalf of and payable over to Warwickshire County Council.

4.5 The main reason for the variance in the Cesspool Emptying cost per emptying performance mainly relates to. reasons as detailed in 3.6.1.

4.6 The main reason for the variance in the Recycling cost per household performance relates to reasons as detailed in 3.4.1.

4.7 The main reason for the variance is that the budget was based on a mix of adult and junior pitch hire, but the actual to date is predominantly adult hire. Adult hire is based on £464 per pitch, with Junior hire at a lower rate of £245.

5 Risks to the Budget

5.1 The key risks to the budgetary position of the Council from services under the control of this Board are:

- Deteriorating condition of assets, particularly the Leisure Centres, and further economic and market pressure affecting the generation of income.
- Additional costs relating to the Refuse and Recycling services.

6 Estimated Out-turn

6.1 Members have requested that Budgetary Control reports provide details on the likely out-turn position for each of the services reporting to this Board. The anticipated out-turn for this Board for 2021/22 is detailed in the table below:

	£
Approved Budget 2021/22	6,216,530
Greater take up of the green waste service -	(152,000)
Expected Out-turn 2021/22	6,064,530

6.2 The figures provided are based on information available at this time of the year and are the best available estimates for this Board and may change as the financial year progresses. Members will be updated in future reports of any changes to the forecast out turn.

7 Report Implications

7.1 Finance and Value for Money Implications

7.1.1 The boards approved budget is £6,216.530. This is expected to decrease by £152,000 as shown above in section 6.1.

7.1.2 Income and Expenditure will continue to be closely managed and any issues that arise will be reported to this Board at future meetings.

7.2 Environment and Sustainability Implications

7.2.1 The Council has to ensure that it adopts and implements robust and comprehensive budgetary monitoring and control, to ensure not only the availability of services within the current financial year, but in future years.

The Contact Officer for this report is Nigel Lane (719371).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
Executive Board – Agenda item 10	Corporate Director - Resources	General Fund Revenue Estimates and Setting the Council 2021-22	15 th Feb 2021

**Community and Environment Board
Budgetary Control Report 2021/2022 as at 31 August 2021**

Cost Centre	Description	Approved Budget 2021/2022	Profiled Budget 2021/2022	Actual 31 August 2021	Variance	Comments
3072	Polesworth Sports Centre	248,060	94,281	105,314	11,033	3.3
3075	Coleshill Leisure Centre	510,010	173,190	177,690	4,501	3.3
3077	Atherstone Leisure Complex	776,660	301,211	287,580	(13,631)	3.3
3082/3	Memorial Hall (Sports and Cultural)	169,350	67,035	50,967	(16,068)	3.3
4002	Public Health (Commercial Pollution Control)	340,740	155,920	153,614	(2,306)	
4003	Public Health (Domestic Pollution Control)	54,020	25,754	29,101	3,346	
5000	Domestic Refuse Collection	971,270	366,728	397,269	30,541	3.4
5001	Streetscene Grounds Maintenance	122,750	78,868	64,261	(14,607)	3.5
5002	Trade Refuse Collection	(14,740)	(66,034)	(75,601)	(9,567)	3.4
5003	Cesspool Emptying	5,890	(475)	9,486	9,961	3.6
5004	Recycling	1,034,410	133,216	47,253	(85,963)	3.4
5005	Animal Control	49,720	21,750	25,213	3,463	
5006	Abandoned Vehicles	7,760	4,517	4,574	58	
5010	Amenity Cleaning	715,910	296,991	249,488	(47,502)	3.7
5013	Unadopted Roads	20,440	5,163	5,352	189	
5014	Drain Unblocking and Land Drainage	20,850	8,687	8,688	0	
5015	Street Furniture	6,930	2,313	3,035	723	
5016	Atherstone Market	3,350	767	737	(30)	
5019	Green Space Budget	637,490	257,966	260,042	2,076	
5021	Public Health Act 1984 Burials	9,200	3,833	3,833	(0)	
5023	Consultation	14,510	6,046	4,108	(1,938)	
5025	Corporate Policy	84,580	33,846	33,155	(691)	
5030	Rural Regeneration	77,100	32,083	31,583	(500)	
5034	Landscape	12,340	11,430	11,433	3	
5040	Marketing and Market Research	15,520	8,390	8,734	344	
5044	Support to Voluntary Organisations	79,480	33,342	33,342	0	
5047	Community Fund for Local Projects	-	-	-	-	
5055	Community Development Health Improvement	96,100	34,811	33,542	(1,269)	
5056	Community Development Safer Communities	118,760	46,400	43,616	(2,784)	
5064	Queen Elizabeth School - Artificial Grass Pitch	20	(3,778)	2,290	6,068	3.3
7361	England's Rural Heart LEADER Partnership	32,100	13,257	13,151	(105)	
7367	Meadow Street Gardens	-	3,065	3,065	-	
7371	Reopening the Highstreets Safely	-	18,384	18,384	-	
7700	Stronger & Safer Communities	-	(14,849)	(14,849)	-	
	Total Net Expenditure	6,220,580	2,154,106	2,029,450	(124,656)	

Original Budget	6,210,830
Vired Training Budget	7,490
Vired Recruitment Budget	2,260
Approved Budget	<u>6,220,580</u>

Key performance Indicators for Budgets Reporting to the Community and Environment Board

	Budget	Profiled budget	Actual
Domestic Refuse Collection			
Number of Households	28,800	28,800	28,967
Costs per Household	£33.62	£33.62	£33.53
Maximum missed collections per 100,000 users	40	40	40
Trade Refuse Collection			
Number of Trade Bins	484	484	493
Gross cost per bin collected	£556.07	£383.41	£393.19
Net (surplus)/cost per bin collected	-£30.45	-£136.43	-£153.35
Cespool Emptying			
Number of emptyings	1,077	449	452
Gross cost per emptying	£137.41	£131.06	£139.73
Net (surplus)/cost per emptying	£5.44	-£1.06	£22.04
Recycling			
Cost per household	£35.90	-£3.62	£1.63
Tonnes of recycled material collected	13,340	5,558	5,611
% of waste recycled	50.0%	50.0%	46.7%
Green Space Budget			
Number of Play Areas	26	26	26
Number of play areas meeting the safety, DDA and Play Value standard	26	26	26
Number of Pitches	12	12	12
Number of Teams	25	25	23
Number of Hirers	25	25	23
Income per Team	£215.20	£215.20	£268.78

Agenda Item No 7

Community and Environment Board

11 October 2021

Report of the Director of Leisure and Community Development

Leisure Facilities: Service Improvement Plan

1 Summary

- 1.1 Appended to this report, for Members' consideration, is a copy of the Service Improvement Plan (SIP), detailing activity through to the end of August 2021, through which the Board has agreed to monitor the operational performance of the leisure facilities at each of its meetings.

Recommendation to the Board

- a That the Board notes and comments upon the progress made against the requirements identified in the approved 2021 / 22 Leisure Facilities Service Improvement Plan through which operational performance is monitored, and;
- b That authority be delegated to the Director of Leisure and Community Development, in consultation with the Chairman, Vice-chairman and Opposition Spokesperson for the Board, to amend the Christmas / New Year opening hours of the leisure facilities, subject to there being no significant adverse implications for levels of community use of the centres.

2 Consultation

- 2.1 Consultation has taken place with relevant Members and any comments received will be reported verbally at the meeting.

3 Introduction

- 3.1 In order to provide a more focused approach to service delivery, in July 2018, the Board adopted its first Leisure Facilities Service Improvement Plan (SIP). At its meeting held in March 2021, the Board approved a revised SIP, which was intended to guide activity through until the end of March 2022. A copy of the adopted Plan, which details the key actions, work programmes and improvements to be achieved by March 2022, is attached at Appendix A. The Plan continues to seek to highlight those matters that the Board has determined are important in order to enhance the quality and sustainability of the service delivered through its leisure facilities.

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4 **Service Improvement Plan: Progress**

- 4.1 The adopted SIP (Appendix A) evidences the progress made by the Leisure Facilities section through to the end of August 2021. Members are invited to comment on that progress, which has obviously been made in very challenging times. Any significant changes and / or progress made in September will be reported verbally to the Board at its meeting.
- 4.2 As agreed with Members, this report does not seek to provide detailed commentary on the progress being made in respect of each action identified within the SIP. Instead, it aims to update the Board on the key areas of recent progress made within the leisure facilities. Members, however, are invited to comment and advise on any areas of activity upon which they wish Officers to focus in order to improve the operational viability of the facilities.
- 4.3 Following the Government's announcement to completely remove Coronavirus restrictions from 19 July 2021, the leisure facilities have taken a staged approach to easing out of lockdown and followed industry good practice, including the maintenance of additional hygiene measures. Received feedback suggests that this approach has been welcomed by customers.
- 4.4 The removal of restrictions has allowed for indoor team sports, parties, events bookings and other close contact activities to return to the facilities' service programmes. Whilst it is still early in the process, current evidence is suggesting that the leisure facilities have made an encouraging return to community service provision:
- Gymnastics at Coleshill Leisure Centre and Polesworth Sports Centre has recorded an increase of 18.5% in membership numbers (31 August 2021 in comparison with 12 April 2021, when the leisure facilities first re-opened after the third lockdown). There has been a full recovery in gymnastics memberships in comparison with performance immediately prior to the first lockdown
 - Swimming lesson numbers have increased by 24.5% from April to August 2021, which represents almost a full recovery versus the related membership numbers immediately prior to the first lockdown. The staff team at Atherstone Leisure Complex is now looking to grow the lesson programme further
 - School swimming from September 2021 has made a full recovery versus pre-pandemic levels
 - Winter bookings at the Queen Elizabeth Academy, even taking account of an increase in booking space, is almost fully subscribed
 - The recently introduced Leisure App has been very well received by members and customers to date. The App has been downloaded over 1,000 times and was used on over 6,500 occasions in the last 14 days of August. A survey will be shared with customers in October, which will

include questions about the App and how it might be adapted and improved in future

- Health and fitness memberships had increased by 23% across the sites from April to the end of August 2021. There was a slow-down in growth in August. Whilst this is, in part, seasonal and to be expected, the numbers were also impacted by the difficulties experienced over the summer at Polesworth Sports Centre. As with all leisure operators, health and fitness memberships remain at a level below that experienced prior to the first lockdown and this area of the programme will be a primary focus for the Leisure Facilities team in the coming months
- Despite the foregoing, a summer gym promotion (“Half Price Until October”) recorded 151 new memberships across the three sites

4.5 To boost visitor and membership numbers, as well as to encourage active lifestyles within the community, the leisure facilities have been engaged in a number of related campaigns in recent months:

- A “Know Your Numbers” campaign ran across sites from 6 to 12 September to increase awareness of the importance of blood pressure to individual health. Free blood pressure checks were offered to participants at the facilities and supporting information about exercise, nutrition and healthy lifestyles was provided on social media
- National Fitness Day on 22 September was used as a vehicle to promote the quarterly launch of the exercise class programme, including the new Les Mills sessions, which have been growing in popularity. A “fitness medley”, combining multiple classes into one session was offered across the sites, giving participants a taste of each class and raising the profile of the timetable
- Another “Join for a Coin” promotion is currently live and runs from 20 September until 20 October. The promotion offers the opportunity for the public to sign up for a penny and pay nothing more until 5 November 2021. Again, the promotion aims to attract an increase in health and fitness memberships across the facilities

4.6 A range of activities were delivered at Atherstone Leisure Complex and Coleshill Leisure Centre during the summer holidays, including cheerleading, dance, gymnastics, multi-sports sessions, inflatable fun and swimming lessons. In Atherstone, Family Fun sessions, which included subsidised crafts and sports activities in the Memorial Hall, were offered with funding secured through the Free School Meals programme. The holiday programme recorded over 1,000 attendances and realised an operational “profit” of almost £2,500. This performance exceeds that achieved in 2019.

- 4.7 Active Ageing activities have been a focus of re-invention and promotion across the leisure facilities:
- That which was previously a Tea Dance hosted at Atherstone Memorial Hall has been re-branded as “Strictly Dancing”. A promotion is running through September and October, offering people an opportunity to take part in sessions for just £1.00
 - Coleshill Leisure Centre has shared an article around tackling loneliness, signposting people to sports such as walking football and bowls, to encourage active lifestyles, improve mental wellbeing and support the development of social networks
- 4.8 Alongside these campaigns, the Leisure Facilities team continues to plan service developments, with the aim of offering more “active ageing” sessions across the programme in future.
- 4.9 At its meeting held on 20 September, the Executive Board approved two schemes through which to improve the operational viability of Coleshill Leisure Centre. The first scheme involves the conversion of the viewing gallery into a small “function” room and flexible hire space, whilst the second will see a conversion of the current kitchen and staff room into a space that will be available for hire, initially as a hair salon. The staff room will be relocated to an alternative space in the Centre. It is anticipated that these changes will increase visitor numbers and generate additional income of approximately £17,500 to £18,500 per annum, once fully established.
- 4.10 In recent years, the Board has instructed Officers to review the hours of operation in the facilities between Christmas and New Year, with a view to realising a saving in the revenue cost of the service. In doing so, Members asked that consideration be given to the views of both staff and customers. Officers will again undertake this consultation, in order to gain feedback on how to most appropriately arrange the opening hours to make a revenue saving in the service, whilst also best meeting customer demand. This feedback will establish whether changes can be made without significantly impacting upon levels and patterns of use. As in previous years, any changes in the opening hours will be agreed in advance with the Chairman and Vice-chairman and the Opposition Spokesperson for the Board.
- 4.11 The Leisure Facilities Business Development team, in conjunction with relevant colleagues throughout the Authority, will continue to manage and monitor the implementation of the requirements of the SIP on a regular basis and to report accordingly to each meeting of this Board, including to its next scheduled meeting to be held in January 2022. This process will continue to afford Members an opportunity to both understand and direct relevant aspects of the performance of the Borough Council’s leisure facilities.

5 Report Implications

5.1 Finance and Value for Money Implications

5.1.1 Whilst there is no financial implication arising directly out of this report, the SIP will enable the Board to monitor the performance of the leisure facilities at each of its meetings and to advise on activity that would improve operational sustainability.

5.2 Safer Communities Implications

5.2.1 The Authority's leisure facilities contribute to community safety by providing well-managed services that afford opportunities for positive activity and, therefore, a creative alternative to potential criminal and / or anti-social behaviour.

5.3 Legal, Data Protection and Human Rights Implications

5.3.1 There are no direct legal, data protection or human rights implications arising from this report.

5.4 Environment, Sustainability and Health Implications

5.4.1 Leisure facilities have a positive impact on the physical and mental wellbeing of individuals and the sustainability of local communities by providing opportunities for formal and informal recreation and by contributing to an improved quality of life.

5.5 Human Resources Implications

5.5.1 There are no human resources implications arising from this report, other than those to which reference is made in the appended Service Improvement Plan and upon which commentary is provided therein.

5.6 Risk Management Implications

5.6.1 There are no direct risk management implications arising from this report. The activity that is included within the Service Improvement Plan, however, will be risk assessed and appropriate controls put in place, where appropriate.

5.7 Equalities Implications

5.7.1 The activity identified in the Service Improvement Plan is intended to advance the Borough Council's commitment to ensuring equality for all members of the community across its portfolio of service provision.

5.8 Links to Council's Priorities

5.8.1 The Service Improvement Plan has direct links to the following corporate priorities:

- Responsible financial and resource management
- Creating safer communities
- Improving leisure and wellbeing opportunities
- Promoting sustainable and vibrant communities

5.8.2 Additionally, the Borough Council's leisure facilities contribute directly to the priorities of the Sustainable Community Strategy to:

- Raise aspirations, educational attainment and skill levels
- Develop healthier communities
- Improve access to services

The Contact Officer for this report is Russell Simkiss (719257).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
1	Director of Leisure and Community Development	Report to Community and Environment Board (Leisure Facilities: Service Improvement Plan)	March 2021

North Warwickshire Leisure Facilities Service Improvement Plan - April 2021 to March 2022

Aim: To improve the operational efficiency and effectiveness of the Borough Council's Leisure Facilities

Responsible Officers Key:

D:	Director
LFM:	Leisure Facilities Manager
SSRO:	Service, Sales and Retention Officer
SAEO:	Sports, Activities and Events Officer
OO:	Operations Officer(s)
LMT:	All of the above

Last Updated: 20 September 2021

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
Recover and Reinvent Optimise the return to leisure facilities	To safely return leisure services to the public. Where necessary, reinvent the delivery of existing leisure services and introducing new services opportunities	<p>Respond to the latest Government guidelines and plan to safely and effectively re-open services</p> <p>Adapt to deliver services differently or to create new services in their place with the goal to keep the community engaged, more active and living healthier, happier lives</p> <p>Support members, clubs and groups across the service to adapt to return to leisure activities promptly, with confidence and within Government guidance</p>	<p>April / May 2021 and ongoing</p> <p>April / May 2021 and ongoing</p> <p>April / May 2021 and ongoing</p>	Provision made within the revenue budget	<p>OO</p> <p>LMT</p> <p>OO</p>	<p>↑</p> <p>↑</p> <p>↑</p>	<p>Leisure facilities are now fully re-opened, but with some practices that started during the pandemic continued to maintain hygiene and safety</p> <p>Exercise classes, gymnastics and exercise referrals were delivered online whilst restrictions prevented face to face provision during lockdown. Through community networking and 'doing things differently', services have adapted or evolved to better engage the community (examples are provided throughout the SIP)</p> <p>Current groups have been supported to return successfully, whilst improved networking has attracted new external groups and bookings that are now hosted at the facilities</p> <p>Some sessions have had a re-brand or a change in focus to better define the sessions or attract extra participation e.g.</p> <ul style="list-style-type: none"> • "Tea Dance" is now "Strictly Dancing" • An article was shared recently about Walking Football and Bowls at

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	Review pricing and packages	To review fees, charges and packages to meet the demands of a post-COVID environment	September 2021	To identify within the review process	LMT	→	Coleshill as a vehicle to reduce social isolation. A review of fees and charges has begun. Recommendations for any changes will be presented to the C&E Board in January 2022
	Explore the opportunity of optimising use of space at Coleshill Leisure Centre	Review the opportunities to optimise the use of space in reception, the viewing gallery and in other areas of the facility to increase services, attendance and improve financial performance	March 2022		SAEO / OO (CLC) / LFM	→	At Executive Board on 20 September 2021, approval was given to convert the viewing gallery at Coleshill Leisure Centre into a function room; and to re-locate the staff room, allowing additional room hire for a hair salon. Once delivered, these changes are projected to generate extra revenue of approximately £17,500+ per annum
Connecting with Communities Be more outward looking and community focused	Actively consult and seek feedback to understand what communities want and to shape current and future services	Continue to ask questions and gain feedback on current and future services throughout the year. To feedback to the Board regularly about surveys, forums, mystery visits and reviewing verbal and written feedback	March 2022	Provision made within the revenue budget	OO OO	→ →	A customer survey was published in September to understand current performance and continue to understand what the community wants in a post-pandemic environment. The survey will also seek to acquire feedback on the new leisure App Customer forums specific to gym and group exercise performance will take place across sites in November 2021

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	Focus on delivering services more tailored to the wants and needs of the community	<p>Explore Net Promoter Score (NPS) as a feasible measure of performance</p> <p>Collaborate with Community Development, Public Health, community groups and other appropriate partners on the development and delivery of services, events and community projects. Engagements with new groups ongoing may further enhance the annual plan, which outlines the delivery timescales</p> <p>Optimise service delivery within / by communities, through securing external support for activity programmes. To update the Board at each meeting</p>	<p>November 2021</p> <p>Ongoing until March 2022</p> <p>Ongoing until March 2022</p>	<p>Identify within the review</p> <p>Provision made within the revenue budget process</p>	<p>SAEO / SSRO</p> <p>SAEO / SSRO</p>	<p>→</p> <p>→</p>	<p>Project work is yet to start on NPS</p> <p>Regular meetings are taking place with several key stakeholders. Through networking, new relationships have been established, including with Atherstone Family Fun in the delivery of holiday activities at Atherstone; a Triathlon club being hosted at Atherstone; Woodlands School booking regular gym sessions at Coleshill and Aston Villa FC using Polesworth and TQEA to host weekly junior football sessions</p> <p>Atherstone Family Fun hosted at the Memorial Hall, used “school meals funding” to deliver subsidised holiday activities, which were very well attended</p> <p>Early discussions have taken place (and future meetings are planned) with Warwickshire County Council’s county parks to understand opportunities to increase leisure and activity provision at Pooley Park, Kingsbury Water Park and Hartshill Hayes</p>

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	Successfully introduce the leisure App to customers and the wider community	Plan to ensure the successful introduction of the leisure App to improve booking services, communication and service awareness	June 2021		LMT	↑	At the start of September, the App had achieved over 1000 downloads and at the point of review (as a snapshot) had received over 6500 uses in the last 14 days of August. A survey will launch in October, which will include questions about the App and how it might adapt to be more user friendly
Positive Experiences for the community, with a particular focus on: <ul style="list-style-type: none"> - Children and Young People - Active Ageing - Disabled, Disadvantaged and Special Education Needs (SEN) 	Optimise opportunities for the community, with a particular focus on services for children and young people to be more physically active	Holiday Activities Create new coaching / activity roles to improve the quality and quantity of future services	June 2021	Provision made within the revenue budget Process	SAEO	↑	New coached roles have been advertised and new coaches recruited. These coaches are expected to support the delivery of current and new activities across sites from October onwards.
		Re-establish and further develop the holiday activities offering to the community to achieve levels at or above that in 2019 (prior to Coronavirus closures).	April / May 2021 and ongoing		SAEO	↑	Summer holiday activities were delivered by both NWBC staff and external providers at Coleshill and Atherstone. Activities achieved an attendance of over 1,000 and £2470 profit (an improvement on 2019)
		Parties - Reinvent the use of the parties space during closure	June 2021 or earlier	Provision made within the revenue budget Process	SAEO / OO	↑	During the pandemic, whilst parties were not allowed to return, sites made best use of sports hall space through temporarily increasing club bookings and opening the opportunity for casual pay and play

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		- Re-introduce the existing parties service offering at the facilities	Sept 2021 or earlier		SAEO / OO	↑	Party bookings have re-started across sites with good uptake to date
		Schools					
		- Retain existing and attract new schools and groups of all ages and abilities to the Pool (most schools are expected to return in September / October 2021)	October 2021	Provision made within the revenue budget process	SAEO	↑	School swimming from September 2021 has made a full recovery versus pre-pandemic, with some new schools starting to use Atherstone Pool
		- Re-introduce work experience schemes and explore opportunities around the development of training and volunteer experiences that may lead to employment	August 2021		LMT	↓	Although the team was ready (restrictions allowing) and willing to take on work experience this summer, schools do not appear to have been operating the scheme this academic year
		Sports and Coaching					
		- Maintain a remote gymnastics service offering during Lockdown	April 2021		SAEO	↑	Zoom gymnastics sessions continued delivery through April and returned back to sites in May 2021
		- Optimise the number of junior coached and activity sessions hosted within the facilities, both through increasing the in-house offering, and recruiting new groups (restore previous and create new opportunities). To report progress to the Board: comparing occupancy / attendances versus 2019; and informing of changes	March 2022		SAEO	→	With restrictions easing and all services being able to return, lots of new groups have started up across facilities <ul style="list-style-type: none"> Aston Villa's junior coaching has increased provision of junior sport by six hours across Polesworth and TQEA A triathlon club has started delivering sessions from

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		<p style="text-align: center;">Swimming</p> <ul style="list-style-type: none"> - Restore and where possible enhance the number of swimmers on the Learn to Swim scheme versus 2019 / 20 by January 2022 - Understand the Pool timetable and plan changes to optimise the use of the Pool whilst better representing the needs of the community 	<p>September 2021</p> <p>November 2021</p>		<p>SAEO / OO (ALC)</p> <p>SAEO</p>	<p>↑</p> <p>→</p> <p>→</p>	<p>Atherstone Swimming Pool two nights a week</p> <ul style="list-style-type: none"> • Atherstone Family Fun ran very popular sessions at Atherstone Memorial Hall It is hoped to continue this offer in future • Woodlands School now has weekly bookings at Coleshill to use the gym • Premier Education is interested in continuing to work with Coleshill Leisure Centre to enhance future holiday and other sporting provision <p>Swimming lessons have increased enrolments from 616 in April to 764 at the end of August (+148). Swimming lessons have made a strong recovery and the team has ambitions to grow the scheme further</p> <p>A review of the Pool timetable is currently under way looking at short, medium and long-term opportunities. Changes (which include the introduction of a Triathlon Club) will continue to progress to better meet local needs</p>

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	Explore the opportunity and start to action the improved service offering for the “active ageing” populations within in North Warwickshire	<ul style="list-style-type: none"> - Start to implement changes in service and timetabling <p style="text-align: center;">Health and Fitness</p> <ul style="list-style-type: none"> - Re-establish the Junior Gym and Fitness offering and aim to expand this market with targeted campaigns around educational terms - Explore the opportunities and demand for offering family fitness activities periodically or permanently <p>Engage community groups and with Community Development to create an action plan for the increase in service for active ageing populations with short, medium and long term goals; and;</p> <p>Start to implement plans with the aim to:</p> <ul style="list-style-type: none"> - Understand the opportunities to expand this service in future years - Enhance current service quality - Increase the in-house service offering - Increase the number of groups and organisations hosted at the leisure facilities 	<p>March 2022</p> <p>Sept 2021 and Jan 2022</p> <p>February 2022</p> <p>November 2021</p> <p>March 2022</p>		<p>SAEO</p> <p>SSRO / OO</p> <p>SSRO</p> <p>LFM / SAEO / SSRO</p> <p>SAEO / SSRO</p>	<p>→</p> <p>→</p> <p>→</p> <p>→</p> <p>→</p>	<p>The Pool timetable has been adapted through lockdown based on Government and NGB guidance. Having taken a staggered approach to the easing of restrictions, further changes are planned to take place before Christmas to open-up the timetable safely</p> <p>‘Junior fitness’ has returned well since re-opening, but does require a push to achieve targets set this year. A “junior fitness” campaign will take place in September / October, usually a popular time for sign-ups, as students return to school / university</p> <p>This area of service will be explored later in the year</p> <p>Bowls and walking football sessions have successfully restarted across facilities, sticking to governing body guidelines. Coleshill Leisure Centre published an article on the benefits of these sports in tackling loneliness. An England walking footballer has also been engaging with the session</p> <p>“Tea Dance” was updated, re-branded as “Strictly Dancing”</p>

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	Enhance the Leisure Facilities service offering to the disabled, disadvantaged and Special Educational Needs (SEN)	<ul style="list-style-type: none"> - Work with and support those community groups offering services to the active ageing population - Create a better awareness and signposting of all of these services delivered within North Warwickshire <p>When making service updates to plan to accommodate opportunities for disabled, disadvantaged and Special Educational Needs (SEN) populations</p>	March 2022		LFM		<p>and launched in September with a promotional price of £1 for participants attending in September and October</p> <p>“Active Living” group exercise classes have been identified and highlighted on class timetables. Wider awareness campaigns will take place later in the year to promote the service offering</p> <p>Ideas have been collated from the Leisure team and some community group consultation. These ideas are currently being business cased</p> <p>→ Consultation will take place with more groups later in the year to better understand community needs and shape delivery plans</p> <p>Considerations are currently being made to increase gym-based exercise options whilst planning small changes in gym equipment, to be implemented later this year</p> <p>→ A School and a community group, which both work with SEN populations, have taken out regular bookings at leisure facilities</p>

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	populations of North Warwickshire	<p>Secure funding for and deliver services in the community around tackling inequalities, to ensure a more diverse and inclusive service offer</p> <p>Use the “We are Undefeatable” Sport England campaign to promote the service offer and encourage participation</p>	<p>March 2022</p> <p>March 2022</p>		<p>LFM / SAEO / SSRO</p> <p>SAEO / SSRO</p>	<p>→</p>	<p>Networking has taken place with disability sports groups with the hope in future to host more clubs at the facilities</p> <p>Tackling inequalities funding opportunities are shared with groups within facilities and the community to provide the opportunity to bid through Think Active for funding</p> <p>→ Atherstone Family Fun holiday activities that were hosted at Atherstone Memorial Hall offered subsidised sessions using school meal funding to make them more accessible</p> <p>This campaign will take place later in the year to support promotion of the start-up of activities</p>
Connecting with Health and Wellbeing	To increase awareness of the importance of health and wellbeing within the community	<p>Report to the Health and Wellbeing Working Party on the Leisure Facilities-related actions within the Health and Wellbeing Action Plan</p> <p>Deliver Health and Wellbeing events and campaigns throughout the year, joining up working with other groups and organisations where possible and linking to charities to enhance the impact where appropriate</p>	<p>Ongoing</p> <p>March 2022</p>	Provision made within the revenue budget Process	<p>LFM</p> <p>SEAO / SSRO</p>	<p>→</p> <p>→</p>	<p>Attendance and updates have been provided at each meeting of the Working Party</p> <p>→ A “Know Your Numbers” campaign ran across sites from 6 to 12 September, promoting blood pressure awareness and completing health checks led by the gym teams.</p> <p>National Fitness Day (22 September) was used to offer a “fitness medley” across the</p>

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	To recover and further develop the choice of health and wellbeing services to strive to improve physical and mental wellbeing within the community	Working with Everyone Health, re-establish and optimise the offering around Exercise Referral, including programmes for those who have had health conditions or have been inactive as a result of the coronavirus pandemic.	July 2021		SSRO	↑	sites, with the aim to promote the quarterly launch of the Les Mills classes, which have been growing in popularity and performed well to date Exercise referral was re-introduced to sites from May. Monthly meetings take place with Everyone Health. The team aims to increase activities that can be referred into facilities and the community later this year
Working with corporate and local businesses, create a "Workplace Wellbeing" pack and service offering, targeting corporate and local / high street businesses		February 2022		SSRO	→	Project work will commence later this year	
Explore the opportunity to introduce Mental Health First Aiders within the service, to identify concerns, signpost to support and enhance the opportunity for suicide prevention within the community		December 2021		LFM	→	Project work will commence later this year	
Periodically gain feedback on the impact existing and new services are having on the physical and mental wellbeing of the community and thereafter to improve the focus and impact of the service offer		September 2021 and March 2022		OO	→	Customers and the community will be asked this question as part of survey and forum communications in September and October 2021	
Active Environments	Complete a review of opportunities to increase services in environments outside of the leisure facilities	To create a three-year development plan that identifies how the Leisure Facilities team will expand its services utilising outdoor space and community environments	October 2021	To identify within the review process	LFM / SEAO / SSRO	→	Planning has commenced and will be finalised later in October

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	Start to deliver more activities, events and services in alternative environments outside of leisure facilities	<p>To work with Community Development on the planning and delivery of the Borough's Cycling Plan</p> <p>Work with Community Development to include the leisure facilities as hubs for walking, running and cycling groups</p>	<p>January 2022</p> <p>January 2022</p>	Provision made within the revenue budget Process	<p>LFM / SAEO</p> <p>LFM / SSRO</p> <p>SAEO / SSRO</p> <p>LMT</p>	<p>→</p> <p>→</p>	<p>Leisure Facilities and Community Development continue to work closely to progress cycling provision and opportunities within the Borough</p> <p>The pandemic has impacted the ability to deliver events effectively so far this year. However, plans are progressing well to deliver "Learn to Ride" cycling programmes</p>
		Start to increase the use of parks and outdoor spaces in the delivery of services and events	October 2021			→	<p>The opportunity to deliver more outdoor provision is still in discussion with the Coleshill School</p> <p>Conversations have opened recently with Warwickshire County Council's Country Parks, with the view to identify opportunities</p>
	To explore digital technology in supporting service delivery	To scope digital and technological opportunities within the service. Action plan to introduce opportunities to enhance the service offering and reduce barriers to participation (cost, time, access, other)	July 2021			→	<p>Opportunities to improve service have been identified and reviews are scheduled through the year. Already having brought in the leisure App and Keiser Intelligent cycling, opportunities around health testing, SwimTag and other customer retention management systems are being considered</p>

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress	
Health and Fitness	Improve the quality of the health and fitness service across the facilities, focusing on re-engaging members, improving retention, increasing sales, and providing a positive customer experience	Review the member journey in a post-COVID-19 world and plan that journey from the point of finding out about the service to becoming a loyal member	January 2022	Provision made within the revenue budget Process	SSRO	→	Progress has been made to improve the member journey for exercise classes. A more detailed review is in progress to review and improve the gym and front of house journey	
		Through consultation with staff and the community, introduce new equipment and technology to facilities to enhance the service offering	August 2022			SSRO / LFM	→	Keiser group exercise bikes and class technology were introduced in June The leisure App was introduced at the end of July 2021
		Ensure the delivery of health and fitness marketing campaigns throughout the year to achieve sales targets	Ongoing until March 2022			SSRO	→	A “Re-Open, Re-Start, Re-Engage” campaign ran in May to encourage the community back into facilities and activity A 50% off until October Campaign ran from 14 June to 20 July, attracting 151 new members with the aim to boost memberships A ‘Join for a Coin’ campaign is live now, having launched from 20 September, the campaign will run until 20 October, with the aim to boost memberships
		Deliver regular member engagements, incentives and service developments to optimise retention	Ongoing until March 2022			SSRO	→	From 12 April to the end of August memberships were up Monthly gym challenges have taken place across facilities

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		<p>Group Exercise</p> <ul style="list-style-type: none"> - Optimise the impact of the new Les Mills and group studio cycling service enhancements - Review the group exercise programme to ensure occupancy levels are proactively managed 	Ongoing until March 2022		SSRO	→	<p>A “Know Your Numbers” campaign ran across sites from 6 to 12 September, offering health checks, promoting healthy lifestyles and blood pressure awareness</p> <p>National Fitness Day was used to help promote and boost awareness of the group exercise timetable, including the new Les Mills classes. A “Fitness Medley” was offered for the public to sample a variety of classes which was well attended</p> <p>The class timetable, including Les Mills classes, is performing very well overall with attendances increasing each month</p> <p>The latest class timetable review was released with the Les Mills quarterly launch in September 2021</p>
		Review the opportunity for funding and cost / benefit of procuring hi-tech biometric health testing scales	February 2022	To identify within the review process	SSRO	→	Project work will commence later in the year
Health and Safety / Operations	To ensure appropriate levels of skilled staff are available to maintain service	Ensure staffing levels and development opportunities are appropriately managed through the year	Ongoing until March 2022	Divisional and Corporate	OO	→	Recruitment, selection, staff induction and training has been maintained to ensure

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	To ensure all staff are engaged and have a clear role in maintaining service	Ensure appraisals are completed and communication structures are maintained at all levels through the year	Ongoing until March 2022	Training Budget	OO	→	appropriate staffing levels across facilities Appraisals took place at the start of the year. Appraisal reviews are being completed through September and October across Leisure Facilities Risk assessments have been reviewed and updated at each stage of the pandemic to ensure adherence to the latest guidelines Building Audits have continued at facilities The Operations team meets regularly to discuss the best practice and operational management
	Ensure health and safety is maintained at all times within leisure facilities	Continue to review, update and improve facility health and safety. To feedback progress and outcomes of health and safety and building audits	Ongoing until March 2022		OO	→	Internal audits have taken place to ensure compliance and create action plans to improve safety. Scores of 80%+ have been recorded to date
		Continue to monitor and audit health and safety knowledge and compliance. To feedback training updates and spot check results to the Board	Ongoing until March 2022		FM	→	Staff knowledge spot checks have taken place across sites
Marketing and Promotion	Ensure effective marketing to the public to optimise engagement	Create an updated Marketing Plan to be proactive in service campaigns, to include events scheduled throughout the year	April 2021	Provision made within	LFM	→	Plans have been created outlining marketing throughout the year

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	and potential return on investment	To update the Board on campaigns and marketing activity through the year	Ongoing until March 2022	the revenue budget Process	LFM	→	Detailed above, results of the “Half Price Until October” health and fitness campaign will be shared with the Board shortly after completion
		Optimise web engagements (at or above that of 2020 / 21) and increase social media followers (Facebook 200+, Twitter 50+)	Ongoing until March 2022		LMT	→	The performance of the “Strictly Dancing” campaign will be fed back in due course Facebook followers are currently up 262 across sites since April
		Deliver quarterly internal and external leisure bulletins	Ongoing until March 2022		LFM	→	A Leisure Bulletin was circulated internally and externally in early October 2021. The next bulletin will be released late in December in preparation for the New Year
Monitoring, Review and Evaluation	Report on performance against the actions identified in this Service Improvement Plan to each meeting of the C&E Board		Every C&E Board		D / LFM	→	Reports made to each meeting of the C&E Board

Agenda Item 8

Community and Environment Board

11 October 2021

Report of the Director of Leisure and Community Development

Queen's Platinum Jubilee Celebratory Grant Scheme

1 Summary

- 1.1 This report proposes the development and delivery of a scheme of financial assistance for community-based activities organised to celebrate the Queen's Platinum Jubilee.

Recommendation to the Board

That the Board approves the use of monies from the One-Off Growth Fund to provide celebratory Queen's Platinum Jubilee grants in the manner identified in the report.

2 Consultation

- 2.1 Consultation has taken place with relevant Members and any comments received will be reported at the meeting.

3 Introduction

- 3.1 Sunday 6 February 2022 will mark the seventieth anniversary of the Queen's Accession to the throne. This will be the first Platinum Jubilee in the history of British Monarchs. Although the Jubilee year begins in February, many of the celebrations will take place around the special bank holiday weekend, which will run from Friday 3 to Monday 6 June 2022.
- 3.2 On similar occasions, most notably when the Queen celebrated her Diamond Jubilee and then her ninetieth birthday, the Borough Council made available a "one-off" grant fund through which to support community groups and individuals that wished to organise related celebratory events. The fund was used to support two types of event, one for constituted voluntary sector groups organising community-wide events and the other for very locally-based street parties.

4 Grant Schemes

- 4.1 To assist community groups and individuals to come together and celebrate the Jubilee, it is again proposed to offer two grant schemes, as follows:

- 4.2 The first scheme would offer grants of up to £500 to parish councils, town councils and constituted groups for community-based activities, such as fun days / carnivals, etc. Parish and town councils and local groups will be required to submit a simple application form, which will need to be endorsed and signed by a relevant Ward Member. There will be an expectation that parish and town councils will match fund any award made by the Borough Council.
- 4.3 The second scheme would offer £100 grants to community groups or individuals proposing to organise very locally-based street parties. The applicant will be required to submit a simple form, which will need to be supported and signed by at least five local residents and be endorsed by a relevant Ward Member.
- 4.4 It is proposed that £17,000 be allocated to these schemes from the Members' One-Off Growth Fund, within which £1,000 will be ring-fenced for allocation within each Ward.
- 4.5 It is proposed that both schemes become open to receive applications during January and February 2022 for activities / events / street parties proposing to take place between 3 and 6 June 2022. All applications will be considered and determined by the Director of Leisure and Community Development, in consultation with the Chairman, Vice-chairman and Opposition Spokesperson for the Board, with applicants being notified of the outcome of their submission in March 2022.
- 4.6 The Community Development section has produced an events "toolkit", to provide advice and guidance in support of local activities being organised within the community and voluntary sector. This toolkit, which includes information on, for example, road closures, will be used in support of events organised to celebrate the Platinum Jubilee.

5 Queen's Green Canopy

- 5.1 The Queen's Green Canopy is a tree planting initiative, created to mark Her Majesty's Platinum Jubilee, in which people and groups from across the country are being invited to "Plant a Tree for the Jubilee". Everyone, from individuals to Scout and Girlguiding groups, villages, cities, counties, schools and corporate bodies will be encouraged to play their part to enhance the environment by planting trees from October, when the tree planting season begins, through to the end of the Jubilee year in 2022.
- 5.2 Although there is no funding directly attached to the initiative, community groups and individuals can apply for free saplings through the Woodlands Trust.
- 5.3 This Board is asked to consider whether it wishes the Borough Council to engage in the Queen's Green Canopy programme by using the remaining £1,000 from the One-Off Growth Fund to support the planting of one tree in each of the towns of Atherstone, Colehill and Polesworth. Subject to Board

approval, the tree species and planting location could be determined in consultation with Ward Members and the local parish / town council.

6 Report Implications

6.1 Finance and Value for Money Implications

6.1.1 It is proposed that the grant schemes referred to in the main body of the report are financed from the One-Off Growth Fund, with £1,000 being ring-fenced for allocation within each Ward. Parish and town councils will be invited to provide match funding of the overall Ward allocation, in order to increase the sum available for allocation within their area.

6.1.2 It is proposed that any trees planted by the Authority as part of the Queen's Green Canopy initiative are also financed through the One-off Growth Fund, to a maximum cumulative sum of £1,000.

6.2 Safer Communities Implications

6.2.1 There is no direct safer communities implication arising directly from this report, although the activities that would be supported through the proposed grant schemes would provide positive diversions from anti-social and / or nuisance behaviour.

6.3 Legal, Data Protection and Human Rights Implications

6.3.1 The Council has various legal powers which will allow it to make the grant payments referred to in this report should Board be minded to satisfied that it is appropriate to do so. The Council also has a specific power to plant trees on land within its area and, if planted on land owned by any other person or authority, may attach conditions in relation to the planting, for example, to require funding to be matched.

6.3.2 There are no direct data protection or human rights implications arising from this report.

6.4 Environment, Sustainability and Health Implications

6.4.1 The activities proposed to be funded through the Queen's Platinum Jubilee grants and tree planting schemes would help to build sustainable, vibrant communities and contribute positively to people's mental and physical health and wellbeing.

6.5 Human Resources Implications

6.5.1 There is no human resources implication arising directly from this report.

6.6 Risk Management Implications

6.6.1 The provision of financial assistance to community groups and individuals carries a relatively small degree of risk associated with the money not being used for the purpose for which it is granted. By securing the endorsement of a local Borough Councillor and promoting individual events on the Authority's website, however, it is intended to minimise this risk to an acceptable level.

6.7 Equalities Implications

6.7.1 There are no equalities implications arising directly from this report. It is not envisaged that any groups or individuals defined by the protected characteristics under the Equality Act will be excluded from the Queen's Platinum Jubilee grant schemes.

6.8 Links to Council's Priorities

6.8.1 The provision of Queen's Platinum Jubilee grants in the manner identified in this report directly links to the corporate priorities in respect of:

- Responsible financial and resource management
- Creating safer communities
- Protecting our countryside and heritage
- Improving leisure and wellbeing opportunities
- Promoting sustainable and vibrant communities

6.8.2 Subject to Member approval, the proposed grant schemes would also contribute to the attainment of the priorities of the Sustainable Community Strategy to:

- Raise aspirations, educational attainment and skill levels
- Develop healthier communities
- Improve access to services

The Contact Officer for this report is Becky Evans (719346).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
1	Assistant Director (Leisure and Community Development)	Report to Community and Environment Board (Queen's Diamond Jubilee Grant Schemes)	July 2012

Agenda Item No 9

Community and Environment Board

11 October 2021

Report of the Director of Leisure and Community Development

North Warwickshire Green Space and Playing Pitch Strategies - Progress Report

1 Summary

- 1.1 This report informs Members of the progress made in respect of delivery against the priorities set out in the North Warwickshire Green Space Strategy (2020 to 2033) and the adopted Playing Pitch Strategy (2018 to 2031).

Recommendation to the Board

- a That Members note and comment upon the progress made in respect of the implementation of the priorities of the North Warwickshire Green Space Strategy (2020 to 2033) and the Playing Pitch Strategy (2018 to 2031);
- b That the Board considers and comments upon the principle of the Borough Council entering into a long-term (30 year) lease agreement with Atherstone Sports Club, through which it could assume responsibility for the management and maintenance of part of Royal Meadow Drive Recreation Ground, Atherstone, prior to consideration of this matter at a future meeting of the Resources Board; and
- c That the Board considers and comments upon the principle of the Authority entering into a Licence Agreement with Shuttington Parish Council, through which it could assume responsibility for the management and maintenance of a wildflower meadow on Borough Council-owned land in Milner Drive, Shuttington, prior to the Chief Executive giving consideration to the use of his urgent business powers to grant the Licence and the subsequent reporting of this matter to a future meeting of the Resources Board.

2 Consultation

- 2.1 Consultation has taken place with the relevant Members and any comments received will be reported at the meeting.

3 Introduction

3.1 As Members are aware, the Board formally adopted the North Warwickshire Green Space Strategy (2020 to 2033) at its meeting held in January 2020. The Playing Pitch Strategy was adopted by the Board at its meeting held in January 2019. This report provides an update on progress in respect of delivery against the priorities identified in both documents.

4 Service Priorities

4.1 Improvement, Maintenance and Cleanliness

Atherstone Sports Club

4.1.1 Members are aware that, in 2018, the Authority determined to enter into a Tenancy at Will with Atherstone Sports Club in respect of its use of part of Royal Meadow Drive Recreation Ground. The Tenancy at Will, which was signed in January 2019, was seen as the first step towards a long-term lease agreement through which the Club would assume responsibility for the management and maintenance of part of the Recreation Ground and for the creation of a multi-sports hub, as recommended within the adopted Playing Pitch Strategy. In June, representatives from Atherstone Sports Club met with Members and Officers to outline its larger facility development plans and to request that it be granted a long-term lease for use of part of the site. The Club's ambitious plans, which have previously been shared with and discussed by the Board, will require significant external funding, for which a long-term lease agreement will be required. As advised at the meeting with Members and Officers, the Sports Club submitted a formal letter of request for a long-term (30 year) lease in August 2021. The letter was accompanied by a document that detailed the need and case for a lease agreement. The document, a copy of which is attached at Appendix A, outlines the following:

- The legal entity with which the Authority would enter into a lease agreement
- Progress in the implementation of the Development Plan during the period of the Tenancy at Will
- The phases of the Development Plan, including a timeline for the proposal, the indicative costs of the project and an outline of potential sources of funding
- An outline of how the project supports the Borough Council's Corporate Objectives, Playing Pitch and Green Space Strategies
- An outline of how the project supports the Football Foundation Local Plan for North Warwickshire and how it links with Sport England's new "Uniting the Movement" Strategy
- An indication of the benefits of the project to the local and wider community of North Warwickshire

4.1.2 Atherstone Sports Club has aspirations to expand on the already significant range of opportunities that it provides within the local community. The over-arching Sports Club includes Atherstone Rugby Club, Atherstone Town

Cricket Club, Atherstone Hockey Club and Atherstone Rangers Football Club. Each of the clubs enjoys a long and proud local history, as well as large memberships of local people of all ages and sporting abilities. Whilst the Sports Club is based in Ratcliffe Road, Atherstone, its teams, due to their number, play at venues across and outside the Borough.

4.1.3 Further to having been in discussions with local Members and Officers for a number of years, Atherstone Sports Club produced a 15-year Development Plan, which has three Key Objectives:

- To develop the playing space at Royal Meadow Drive and Atherstone Sports Club to meet the current and future needs of all sections
- To develop the existing changing and social facilities at Atherstone Sports Club to ensure that they can accommodate current and future needs and meet regulatory and legislative requirements
- To ensure the sustainability, financial viability and continued growth of a multi-sports facility in Atherstone and the surrounding area

4.1.4 In addition, the Sports Club is committed to ensuring that its development of part of Royal Meadow Drive Recreation Ground and the proposed new changing and clubhouse facilities enhances the area for Atherstone and the wider the community.

4.1.5 The Key Objectives identified above are compatible with a number of the conclusions and recommendations identified within the Playing Pitch Strategy. Their realisation, however, is dependent upon securing external funding, which itself is dependent upon securing a formal lease agreement with the Borough Council through which to develop the quality and quantity of playing pitch space and ancillary services at Royal Meadow Drive Recreation Ground.

4.1.6 Atherstone Sports Club understands that the provision of a long-term lease on an open, publicly accessible Recreation Ground would represent a significant undertaking, both for the Borough Council and the Club itself. Whilst permission to grant a lease agreement would be determined by the Resources Board, this Board is asked to consider and comment upon the principle of this course of action, in view of its implications for the conclusions and recommendations of the Playing Pitch Strategy.

4.1.7 In the meantime, further to its meeting held in March, the Board will be aware that Atherstone Sports Club encountered problems with the contractor it appointed to carry out levelling works at Royal Meadow Drive Recreation Ground. The Club has recently appointed a new contractor to undertake reparation works at the site, which has included over 300 tonnes of topdressing being applied to the pitches, along with reseeding work and the application of a summer fertiliser to encourage new grass growth. The additional sports pitches that are being developed at the Recreation Ground should be ready for use during the current season.

Boot Hill Recreation Ground, Grendon

- 4.1.8 Members will be aware that pitch improvement works at the site were completed in November 2020, subsequent to which the Recreation Ground has been further secured against damage from vehicular incursion through the provision of bow top fencing around the perimeter of the car park and new site signage deterring unwanted behaviour.
- 4.1.9 The site previously provided one adult football pitch, but for the current season there will be an additional two junior pitches (9 v 9 and 5 v 5) available to support local girls' teams. These developments accord with priorities of the Playing Pitch Strategy.
- 4.1.10 At its meeting held in July, the Board was informed of the various options available to support the provision of on-site ancillary accommodation. The Board determined that the only affordable option was to address the subsidence and then repair the existing brick-built pavilion. A structural engineer's report identified three means by which to effect the repair and a design and cost solution is currently being sought for the preferred option of providing a reinforced internal raft slab. The Board will be kept informed of progress with this undertaking.
- 4.1.11 The aforementioned work has been undertaken with the support and close co-operation of Grendon Football Club. In March 2021, and again in July, the Board was informed that consideration was being given to the option of initially entering into a Tenancy at Will with the Football Club through which it would undertake future management and maintenance of the site. As with Atherstone Sports Club and, before that, Hurley Kings Football Club, the Tenancy at Will is seen as a precursor to securing a long-term lease agreement. As Members are aware, the security of tenure provided by a long-term lease would provide the Club with an opportunity to seek to acquire external funding, through which it could further develop playing pitch opportunities. At its meeting held in July, the Board approved the principle of entering into a short-term agreement with Grendon Football Club, not least because of the positive implications of this course of action for the priorities of the Playing Pitch Strategy. The matter was then formally considered and approved by the Resources Board at its meeting held in September.

4.2 Safety and Security

- 4.2.1 The Borough Council's recreation grounds have been risk assessed in respect of their potential vulnerability to attract unwanted vehicular incursions. Potential higher-risk sites have been identified and Officers have liaised with Warwickshire Police's Crime Prevention Design Advisor in order to seek advice on the means by which to affordably improve site security. These sites include Abbey Green Park in Polesworth, Brook Walk in Mancetter and Piccadilly Sports Field. The advice received has focused on the following potential improvements:

- Upgrade to a higher security padlock with a protected hasp
- Retro fit additional security features to height restriction barriers, such as hinge protection
- Install pull-up anti-ram bollards behind gates as a secondary defence

4.2.2 It is estimated that the cost to implement the issues identified in the risk assessment and the subsequently received recommendations of the Crime Prevention Design Advisor will be approximately £11,500. This work can be funded through a Green Space reserve, thereby avoiding any impact on the current revenue budget.

4.3 Tree Management

4.3.1 The Green Space Officer (Trees) is responsible for the provision of a professional arboricultural service in respect of the Authority's tree stock.

4.3.2 From 01 April through to the end of August 2021, the Borough Council has removed 12 trees from seven sites. In this period, the Green Space Officer (Trees) additionally conducted 63 site visits and was the Delegated Officer for 15 tree-related planning applications. Prior to his departure from the Authority (on 14 September), he was also involved in the progression of initiatives to enable the planting of trees within North Warwickshire, as follows:

- **Local Authority Treescape Fund:** In conjunction with the lead agency, Warwickshire County Council, a bid for financial support was made to the Local Authority Treescape Fund to enable the planting of almost 350 trees in Abbey Green Park, Polesworth, Piccadilly and Wood End. A decision in respect of the bid is expected in the autumn and further information will be presented to the Board as soon as it becomes available
- **Urban Tree Challenge Fund:** Subsequent to the receipt of advice from the Fund administrators, a bid was made for Urban Tree Challenge support for the planting and maintenance of 28 trees in Cole End Park, Coleshill. Unfortunately, it was then determined that North Warwickshire did not qualify for support through this initiative and the bid had to be withdrawn. The Authority, however, is assessing the number of trees that can be planted using a small Section 106 receipt and will update the Board as soon as a definitive proposal is established
- **Commonwealth Games Tree-planting Programmes:** Discussions are currently ongoing with Severn Trent Water and its partners in respect of the possibility of Borough Council land being used for the planting of trees that will help the Birmingham 2022 Commonwealth Games to become the first international multi-sport carbon-neutral event. The potential tree-planting programmes involve both large and relatively small parcels of land, although they could involve quite complex legal considerations, in respect of which further information will be provided to the Board in due course

- **Queen’s Green Canopy:** This initiative (which is additionally referred to elsewhere on this agenda) does not provide funding towards borough / district council tree planting. Consideration, however, is being given to the means by which the Authority could become involved in this initiative to mark the Queen’s Platinum Jubilee, perhaps in conjunction with parish and town councils and / or community groups (for which Woodlands Trust support is available) across the Borough.

4.4 Biodiversity and Climate Change

4.4.1 The Green Space Strategy sets out a number of priorities in respect of the conservation and enhancement of biodiversity through habitat creation and management, to which the Local Nature Reserves Project is making a significant contribution. A report on progress has recently been received from Warwickshire Wildlife Trust and is attached for the Board’s information at Appendix B.

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4.5 Children and Young People

4.5.1 The Green Space Strategy recognises the vital role of open space in helping children and young people to develop skills through play and social interaction and it commits the Authority to supporting the development of a strategic network of play facilities across the Borough. The Play Area Development Programme has enabled the Authority to meet this commitment through the delivery of an associated action plan.

4.5.2 Members will be aware that the Borough Council play areas approved for development in 2021 are those located in:

- Austrey
- Cole End Park, Coleshill
- Piccadilly

4.5.3 The associated tender process for these three sites has been completed and a contractor has been appointed to undertake the work. Local residents and Ward Members have been consulted on the final designs of the play areas and work will start on the agreed schemes in the New Year.

4.5.4 The installation of a “pump track” at Ansley Common Recreation Ground was also due to be progressed as part of the approved Play Area Development Programme. Unfortunately, the tender process failed to realise any submissions from potential installation companies, and it is understood that this may have been a consequence of the relatively small budget available for this particular undertaking. Officers are now reviewing the potential to secure external funding to support this project, which would be the first of its kind in the Borough.

4.5.5 In addition to the aforementioned sites, with the support of Ward Members and the Parish Council, consultation has been undertaken into the means by

which to improve the Borough Council-owned Grange Road Recreation Ground, in Hartshill. Feedback from local residents suggests that there is strong community support for the installation of a circular path, additional seating and picnic benches. There is, however, an evident demand for additional play provision at the site. Officers will now meet with Ward Members and representatives from the Parish Council to discuss the outcome of the consultation and the means by which to fund any agreed work.

4.5.6 The play spaces due to be developed in 2021 / 22 are as follows:

- Abbey Green Park, Polesworth
- Corley
- Hurley
- Wood End

4.5.7 Initial community consultation events have been held at each site, supported by social media engagement, in order to determine the local priorities for the improvement of these play spaces. As the Board is aware, the feedback from the consultation will form the basis of the improvement plans for each site. The associated tender documentation is now being prepared. It is intended that this process will enable the implementation of agreed schemes during the early summer of 2022.

5 Area Priorities

5.1 Curdworth, Hurley and Wood End

5.1.1 Officers have met with representatives from the Piccadilly Community Association, which is considering plans to develop a Memorial Garden at the Piccadilly Sports Field. The Association's initial plans include a "figure of eight" path, a community orchard, raised flower beds and improvements to local wildlife habitats. The Association has begun to develop a costed action plan and to investigate potential sources of funding for the project, in respect of which further information will be provided to an early future meeting of the Board.

5.2 Newton Regis and Warton

5.2.1 A request has been received from Shuttington Parish Council to take responsibility for a Borough Council-owned area of informal amenity grassland on Milner Drive in Shuttington. The Parish Council's intention is to improve biodiversity through the creation and maintenance of a wildflower meadow on the site. A copy of its outline site plan is attached at Appendix C. It is felt that the Parish Council's proposal, which is consistent with a number of priorities in the Green Space Strategy, holds considerable merit and that it is worthy of support. Colleagues in the Legal Section have produced a Licence Agreement that would transfer responsibility for the site to the Parish Council, which would then enable it to advance its plan to develop the wildflower garden. This Board is asked to comment on the principle of entering into the agreement, in view of the potential implications for the

realisation of objectives in the Green Space Strategy. In view of the need for certain works within the Parish Council site plan to be undertaken in the autumn and for this work to be quickly agreed with a contractor, the Chief Executive will then give consideration to the use of his urgent business powers to grant the Licence. The outcome of this process will then be reported to a future meeting of the Resources Board, which ordinarily would determine whether or not to approve the terms of any such Licence Agreement.

6 Report Implications

6.1 Finance and Value for Money Implications

6.1.1 The financial implications arising directly out of this report are identified within the Green Space Strategy Action and Funding Plan and within the Playing Pitch Strategy. The corresponding actions will be financed through approved budgets, through external funding support or through developer contributions. They will not lead to a need for additional capital or revenue budgetary support.

6.1.2 Further to approval of residential development in Grendon Road, Polesworth (PAP/2019/0152), a S106 contribution of £18,706 has been received for off-site play provision in the town. Accordingly, this receipt will be used to support the development of related provision in Abbey Green Park.

6.2 Safer Communities Implications

6.2.1 Projects advanced through the Green Space and Playing Pitch Strategies contribute to community safety by providing well-managed open space and recreation areas that afford opportunities for positive activity.

6.3 Legal, Data Protection and Human Rights Implications

6.3.1 There are no legal, data protection or human rights implications arising directly out of this report.

6.3.2 Legal Services will provide further advice as to the terms of any lease that may be granted to Atherstone Sports Cub Limited if this Board supports the proposal, in order that the Resources Board can determine whether or not to enter into such an agreement.

6.3.3 Legal Services will also provide further advice as to the terms of any Licence that may be granted to Shuttington Parish Council, if this Board supports the Parish Council proposal to develop a wildflower garden at Milner Drive.

6.4 Environment, Sustainability and Health Implications

6.4.1 Delivery of priorities identified in the Green Space and Playing Pitch Strategies contributes directly to environmental improvements, enhancement

of biodiversity and mitigation of the effects of climate change. It also helps to build sustainable and vibrant communities.

6.5 Human Resources Implications

6.5.1 There are no human resource implications arising directly out of this report.

6.6 Risk Management Implications

6.6.1 There are no direct risks consequent upon the services identified within this report. The activity that is included with the Green Space and Playing Pitch Strategies, however, will be risk assessed and appropriate controls put in place, where appropriate.

6.7 Equalities Implications

6.7.1 There are no equalities implications arising from this report. The Authority's green spaces and playing pitches are provided for the benefit of the whole community and no group or individual defined by the protected characteristics under the Equality Act will be excluded therefrom.

6.8 Links to Council's Priorities

6.8.1 The North Warwickshire Green Space and Playing Pitch Strategies have direct and positive links to all six corporate priorities:

- Responsible financial and resource management
- Creating safer communities
- Protecting our countryside and heritage
- Improving leisure and wellbeing opportunities
- Promoting sustainable and vibrant communities
- Supporting employment and business

6.8.2 Additionally, implementation of the provisions of the Strategies contributes directly to the attainment of the priorities of the Sustainable Community Strategy to:

- Raise aspirations, education attainment and skill levels
- Develop healthier communities
- Improve access to services

The Contact Officer for this report is Becky Evans (719346).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No.	Author	Nature of Background Paper	Date
1	North Warwickshire Borough Council	North Warwickshire Green Space Strategy (2020 to 2033)	January 2020
2	Director of Leisure and Community Development	Play Area Development Programme	January 2021
3	Director of Leisure and Community Development	North Warwickshire Green Space Strategy Progress Report	March 2021

ROYAL MEADOW DRIVE LEASE REQUEST

This document has been produced for consideration of North Warwickshire Borough Council's Community and Environment Board and Resources Board. The document consists of a formal request for NWBC to enter into a Lease agreement for part of Royal Meadow Drive to enable the development of Sports and Community Hub.

Legal Entity with whom the Authority will enter into Lease Agreements

The legal entity with whom the Authority will enter into a lease agreement is Atherstone Sports Club Ltd, a not-for-profit registered society under the Co-operative and Community Benefit Society Act 2014.

Atherstone Sports Club Ltd is made up of four constituent clubs; Atherstone Cricket Club; Atherstone Rangers FC; Atherstone Rugby Club; Atherstone Hockey Club.

Representatives from each of the constituent clubs form the Management Committee of Atherstone Sports Club Ltd. Within the Committee structure, a Sub-Committee will be created with a specific remit for the development and management of that part of Royal Meadow Drive subject to the terms of the lease. The Sub-Committee will report progress, recommendations and decisions to the Management Committee for ratification.

Progress of Development of RMD under the Tenancy at Will (Phase 1)

In January 2019, North Warwickshire Borough Council granted Atherstone Sports Club Ltd a Tenancy at Will for part of Royal Meadow Drive to enable the club to develop the area, creating additional playing pitches in the first instance for Junior Football and Junior and Senior Rugby and in the longer term for Cricket and Hockey.

The document produced for consideration of the Resources Board in September 2018, outlined the planned activity for each phase of the project. The focus of development activity for the period of the Tenancy at Will was Phase 1. The progress in achievement of those activities is as follows:

- *Consultation with the local community* – an extensive consultation took place including an online survey managed by NWBC and a consultation event hosted by Atherstone Sports Club. In addition, leaflets were delivered residents within the vicinity providing detail of the planned development. Social media was used to further communicate with the local population.
- *Removal of concrete skatepark area and removal of trees and undergrowth within the playing pitch area* – **Completed March 2019**. During the consultation process, concerns were expressed regarding the removal of the copse areas and the skateboard park. These concerns were addressed in conjunction with NWBC. Since the removal of both the trees and the concrete skateboard park, rather than there being adverse comments, residents have been positive about the improvement made to the green space and the view. Residents have commented that the improvement has helped to reduce anti-social behaviour in the area.

- *Construction of a bridge between existing cricket pitch and Royal Meadow Drive to facilitate footfall and machinery – **Completed November 2020***. A bridge between Royal Meadow Drive and Atherstone Sports Club ground to accommodate access for maintenance equipment as well as providing a safer public access route has been installed. The bridge has been constructed and installed in compliance with all regulations relating to weight and material.
- *Construction of a pathway from the existing changing facilities to Royal Meadow Drive – this has not yet been completed*. The revised plan has superseded the need for the pathway as originally planned
- *Relocation of existing rugby pitches to accommodate additional pitches for football and cricket – **In progress***. The reorientation of the rugby pitch has been delayed due to the reported issues surrounding groundworks however the pitch will have been reorientated for the start of the Season 21/22
- *Securing of the playing pitch space in a manner which is sensitive to the area providing an appropriate level of protection to the playing pitches, but which still enables continued access for the local community – **Not yet complete***. The delay to groundworks and the revision of the original planned development has delayed the completion of this activity. Public access to the site has been retained throughout this period.
- *Groundworks to ensure the pitch areas are fit for purpose – **In progress***. The extent of the undertaking combined with the impact of the Coronavirus pandemic delayed the commencement of groundwork to level the green space. The work completed on RMD has been undertaken with due regard to the local community. Access to RMD was not limited despite a large section having to be fenced off for the works to be carried out. Atherstone Sports Club Ltd has continued to work with NWBC and local residents to minimise the impact of the development activity. It is acknowledged that this work has not yet been completed and that it has not been without its difficulties. Remedial work required to ensure the playing surface is to the required standard is planned to take place during Autumn 2021. It is expected that from September 2021 to December 2021 there will be one additional football pitch on Royal Meadow Drive. Following the completion of remedial work on the South end of the area, by May 2022 there will be three additional pitches. This number will increase once additional remedial work including drainage has been completed on the North end of the area.
- *On-going maintenance of the pitch areas to maximise the potential of playing pitches – **Not yet complete***. The delay to the groundworks and the need to undertake remedial works has prohibited Atherstone Sports Club from actively undertaking the maintenance on Royal Meadow Drive however Atherstone Rangers have liaised with the FA and have had a Pitch Improvement Plan produced which provides a detailed schedule of maintenance work. The section is using this plan to support an application for a maintenance grant which would include the purchase of additional equipment. Atherstone Sports Club are reviewing the ground maintenance programme to identify staffing needs and associated costs

- *Securing funding to facilitate the development plan from a range of sources including constituent bodies, Sports Funding and where possible Section 106 Funding – In progress*
Fundraising activity has been undertaken and grants have been secured from the RFU and North Warwickshire Borough Councillors for Atherstone North, Atherstone Central and Atherstone South and Mancetter. Two sections of the Club, Atherstone Rangers and Atherstone RFC, used their own funds to support the initial works associated with the removal of the copses and the skateboard park. North Warwickshire Mayor, Ray Jarvis, has adopted Atherstone Sports Club Ltd as one of his charities during his term of office. Local businesses have supported the Club to address concerns raised during the consultation process regarding parking. 3Ms and MR Tools have enabled visitors to the Club to use their car parking facilities. Atherstone Sports Club Ltd has received no complaints regarding parking on Royal Meadow Drive or Ratcliffe Road as a result of increased sporting activity on Royal Meadow Drive. The Club is continuing to monitor the situation as sport activity returns after Covid restrictions.

Development Plan Progress

The constituent sections of the Club agreed a 15-year development plan with three key objectives:

- To develop the playing space at Royal Meadow Drive and the Club to meet the current and future needs of all sections associated with the Club
- To develop the existing changing and social facilities at the Club to ensure the facilities provided can accommodate current and future needs and meet regulatory and legislative requirements
- To ensure the sustainability, financial viability and continued growth of a multi-sports and community facility within Atherstone and surrounding areas

In addition to these stated objectives, Atherstone Sports Club is committed to ensuring that the development of part of Royal Meadow Drive and the new changing / clubhouse facilities enhances the area for community use for Atherstone and for the wider community. The Club sees the opportunity within this proposed development to create a Sport and Community Hub with all facilities being available for use by the community. The ethos of the club is to work with the community to facilitate access to a range of sporting activities. The proposed development will enable the club to build on the current practice of hosting events for the benefit of the local community.

To progress the objectives set out in the plan, Atherstone Sports Club has engaged with an architect to produce a schematic of the proposed development (Appendix 1). The plan has been sub-sectioned into phases to allow for milestones to be identified and progress towards the achievement of these milestones to be measured.

Phase 4 of the plan utilises surrounding fields not currently owned by North Warwickshire Borough Council nor Atherstone Sports Club Ltd however the area has been included to demonstrate the potential for development. It is acknowledged that achievement of the final phase of development will depend on successfully negotiating a lease with existing landowners.

Since the initial development of the plan, further investigation into the space available on Royal Meadow Drive and consideration of the geography has led Atherstone Sports Club to revise Phase 2 as outlined in the application for the Tenancy at Will. It has been identified additional land will be required to fully meet the needs of all sections in the club, particularly to provide space for a 2G pitch primarily for the use of the hockey section. Subsequently this phase of the development has been moved to Phase 4. Phase 2 commenced in the third year of the plan, January 2021.

As part of an overall review of the development plan, Phase 2 now includes a floodlit 3G/4G 11 vs 11 pitch and a floodlit full sized rugby pitch on Royal Meadow Drive in addition to smaller pitches for both rugby and football, an additional square and practice nets for cricket.

To progress this aspect of the plan, Atherstone Sports Club has engaged with sub-contractors to provide initial costings for the whole project. Atherstone Sports Club is in the process of reviewing costs and funding opportunities for Phase 2 development.

Informal discussions have taken place with the Football Foundation regarding support for the development plan and the possibility of funding. Discussions have also taken place with the RFU regarding the development and support available. These discussions are on-going. Restrictions relating to Coronavirus have limited the ability of the hockey and cricket sections to continue initial discussions with their respective Governing Bodies however these are planned to take place during 2021.

Atherstone Sports Club Ltd is in the process of preparing a planning application for the 3G/4G pitch and for the floodlights on both the artificial pitch and the grass pitch. It expected this will be submitted in the fourth quarter of 2021.

During Phase 2, Atherstone Sports Club Ltd is reviewing the design of the new facility. It is anticipated that the facility will be built in phases with the initial build allowing for expansion. Architectural plans for the building are being produced to allow for a detailed cost analysis to be prepared in readiness for funding applications. The plan will also be used to facilitate internal and external consultation to ensure the facility meets the needs of existing and potential users.

In reviewing the plans for the new facility, consideration has been given to developing the facility to provide an alternative education experience for young people with a passion for sport, in particular football. Existing arrangements for post 16 activity in football is limited, the club seeks to improve opportunities for young people to continue building their skills in sport while enhancing their education. To support this activity, the facility needs to be able to provide strength and fitness facilities, outdoor training and playing facilities in addition to classroom-based training facilities.

Phase 3 will focus on works associated with alteration of the existing club facilities including demolition, revised car parking arrangements, creation of storage facilities and additional pitches.

Phase 4 is reliant on securing additional land however will focus on expanding the number of football and rugby pitches available as well as a 2G pitch for hockey. To enable Atherstone Hockey Club to continue their growth and expansion, there is an urgent need to facilitate addition pitch facilities. Currently the facility at Queen Elizabeth Academy is at maximum

capacity which is likely to mean that the club will have to source facilities for both matches and post-match activity outside of the Borough. This is not an ideal situation for Atherstone Hockey and has the potential to risk a fracturing of the club. Atherstone Sports Club would value the support of North Warwickshire Borough Council to acquire additional land to facilitate the 2G pitch to ensure that Atherstone Hockey needs can be met within the development plan.

Phase 4 will also include working with NWBC Green Space Officer to develop a wildlife walk - way complementary to the priority for Atherstone and Mancetter identified in Green Space Strategy 2019-2033: *'Develop Atherstone Riverside Open Space as a Local Nature Reserve'*

A timeline for the development plan is provided in Appendix 2. It is anticipated that the project will be completed in the fourth quarter of 2026. It is felt that this is a realistic timescale for the implementation of the plan and it is hoped that the timescale may be reduced dependant on progress with land acquisition, planning permission and generation of funding.

Atherstone Development Plan - Indicative Costs

The following information is provided to give an initial indication of the budget required for the Atherstone Sports Club Development project. All figures provided will be subject to VAT, survey, ground, planning, detailed tenders and specification and market conditions. It is recognised that costs are likely to rise during the lifespan of the project in line with industry predictions. The Building Cost Information Service predicts a rise in construction costs of 17% and a tender price rise of 21% by the first quarter of 2025.

The figures outlined have been provided by contractors who are members of the Sport and Play Construction Associates. A comparison exercise has been undertaken to ensure that the costs are realistic and in line with published costs for similar developments. Details of the contractors providing financial information have not been included in this document however can be provided should this be necessary.

Club House and Changing Room Costs

Club house/changing room costs are currently £2960 per sq.m for changing rooms and £2700 per square metre for the club house. At this stage, the budget costs have been based on an average of the two as the design of the building is still to be finalised. The average being £2830 per square metre.

	Budget Cost
New build club house and changing rooms @ £2830/sq.m -745 sq.m	£2,108,350
Alterations to existing club house	£100,000
Incoming services including supply to flood lights	£50,000
External paving around club house	£30,000
Landscaping	£20,000
Fees	£115,417
Total	£2,423,767
Contingency	£150,000

Overall Budget	£2,573,767
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Budget cost for pitches and external works

The figures provided below do not include any works associated with the Phase 4 of the development. Costs for this phase of the development are dependent on a range of factors which are not within the control of Atherstone Sports Club Ltd. It is therefore felt to be appropriate to deal with these costings separately.

	Budget Cost
Works as described in Appendix 3	£1,433,005
Flood lighting to Rugby and football pitches	£87,443
External Lighting	£13,470
Provisional sum for 2 bay Cricket practice area	£70,000
Fees	£82,696
Landscaping	£50,000
Total	£1,736,614
Contingency	£100,000.00
Overall Budget	£1,836,614

Estimated Total Project Cost (Excluding Phase 4)

	Estimated Costs
Changing Facilities and Clubhouse	£2,573,767
Pitches and External Works	£1,836,614
Total Project (Excluding Phase 4) Estimated Cost	£4,410,381

Raising Funding

In terms of raising the capital for the whole project, Atherstone Sports Club Ltd has identified the following routes:

1. Sport England Grant application – the value of this grant will depend on the grants available at the time of applying. Currently many of the standard grants are on hold as Sport England focuses finances on supporting clubs to return to play after Covid however the *Uniting the Movement* strategy published by Sport England January 2021 identifies significant investment in sport and physical activity which may be accessed to support this development. The Sports Club's proposals are consistent with the key objectives of this Strategy (see page 10).
2. Football Foundation Grants – informal discussions have taken place with the Football Foundation regarding the feasibility of applying for a grant. The window re-opens in January 2022. The club hopes to have secured the long-term lease by this date to facilitate a timely application
3. Small grant opportunities – throughout any given period there are a range of smaller grants available to support development activities in sports clubs. As an example, the RFU provides a useful on-line tool to support clubs to identify funding opportunities.
4. National Governing Bodies – although currently many of the grants available relate to supporting clubs to return to activity after Covid, most Governing Bodies provide a range of grants or loans to support club development

5. Business Sponsorship – all businesses have a corporate responsibility and most seek to work in partnership with the local community. All constituent members of Atherstone Sports Club Ltd receive sponsorship from local and in some instances national businesses. It is intended to host a sponsorship event to communicate the vision and development plan directly to organisations to seek their support. This support may be financial but may also be in terms of labour, materials, equipment and professional advice.
6. Fundraising activity – The four constituent members of Atherstone Sports Club Ltd are committed to the implementation of the development plan. It has been shown through the initial stages of the project that the club is able to raise funds through this type of activity to supplement larger grant applications

This is not an exhaustive list of sources of funding however it identifies funding opportunities which would not necessarily be available to NWBC to fund this type of development.

Synergy with NWBC's Corporate Objectives

Atherstone Sports Club Ltd will continue to work with NWBC to ensure the expected outcomes of the proposed development meet identified needs as outlined in the Playing Pitch Strategy 2018 and the Green Space Strategy 2019.

NWBC vision is:

'Protecting the rurality of North Warwickshire, supporting its communities and promoting the wellbeing of residents and business'

Atherstone Sports Club Ltd's proposed development of Royal Meadow Drive and surrounding area will create a Sports and Community Hub which links closely to this vision particularly through promoting the wellbeing of residents.

The proposed development has synergy with two of the six objectives identified in **NWBC's Corporate Plan 2019-20**:

- *Providing opportunities to enable local people to enjoy their leisure and recreation and to improve their health and wellbeing* Atherstone Sports Club's proposed plan for the development of a Sports and Community Hub creates an environment in which individuals and groups will encouraged to engage in activities beneficial to their health and well-being. Through the development of the facilities and playing pitches, Atherstone Sports Club Ltd aims to create a culture where sport is a life-style choice.
- *Making the best use of our resources (including keeping both Council Tax and debt as low as possible) to provide high-quality services to our communities* It is recognised that there are limitations on the amount of public money available for the development of sports facilities. As more housing is approved as per the Local Plan, there is a further strain on monies available for infrastructure developments. The Playing Pitch Strategy identifies a need for facility improvements at the Atherstone Sports Club. In addition to this the Playing Pitch Strategy identifies improvement needs relating to the rugby pitch on Royal Meadow Drive and the ongoing maintenance of the AGP at Queen Elizabeth Academy.

There is a desire to improve facilities for sport and physical activity within the Borough however resources are limited. By granting a long-term lease to Atherstone Sports Club, NWBC would enable the generation of income from alternative sources. In addition, the cost of maintenance of the playing pitches will be borne by the Club thus creating a saving for the Authority. The proposed plan would facilitate the development of a high-quality sport and physical activity venue in the local community without major financial impact on other services.

Synergy with NWBC's Playing Pitch Strategy (December 2018)

The Development Proposal put forward by Atherstone Sports Club Ltd addresses many of the issues identified in the Playing Pitch Strategy (PPS) relating to sport provision for football, cricket, hockey and rugby. The plan is complementary to the overall strategy for North Warwickshire and is designed to support NWBC to implement the recommendations outlined within the PPS. That Atherstone Sports Club Ltd has provided a holistic development plan covering the four main sports analysed in the PPS, demonstrating an ability of all sections to work together to create a high-quality Sports and Community Hub for the benefit of Atherstone and the wider catchment area.

The Playing Pitch Strategy identifies a range of issue relating to the existing sport provision for football, cricket, hockey and rugby. It identifies that the FA considers high quality 3G pitches as essential in promoting coach and player development across all age groups. In analysing the existing availability and usage of 3G AGPs in North Warwickshire, the PPS projects that 3 full sized 3G AGPs will be required to be accessible to the community by 2031 in North Warwickshire. On the assumption that the existing facilities remain open and secured for community use, the PPS identifies that there will be a deficit of 2 full sized pitches. For sites to be considered for 3G AGP development, the PPS identifies the following characteristics:

- Be available for significant use by local community clubs
- Have good access and ancillary facilities to service the pitch(es)
- Be financially sustainable
- Be able to be maximised for training and match play provision during peak time
- Be well positioned to deliver wider football development programmes, including coach education and a recreational football offer, using spare off peak capacity to deliver this
- Be able to explore shared projects with the Rugby Football Union (RFU) and school sites where infrastructure and vision align.

The PPS identified Atherstone and Polesworth as potential areas for development of new 3G AGP provision, with Atherstone Sports Club identified as a potential location due to the existing established demand at this site.

In terms of cricket, the PPS identifies that the outfield and grass wicket of the cricket pitch both scored 100% quality scores in the non-technical site assessment. Atherstone Sports Club work with Atherstone Town Cricket Club to maintain. This high score is indicative of the maintenance carried out on the playing area. This demonstrates Atherstone Sports Club's ability to implement a high standard maintenance regime.

In terms of rugby, the PPS identifies that Royal Meadow Drive is over capacity by three matches per season and therefore is in need of improved provision. The PPS also states that there is no rugby compliant AGP in the study area, and this is causing further deterioration of grass pitch quality due to match pitches being used for training. It identifies that Atherstone RFC should be supported to improve the security of the site in order to deter informal use of the pitches and extend the weekly carrying capacity of the pitches. Expansion of the clubhouse, drainage and maintenance of the pitches should also be improved once the pitches are fenced off. The pitch carrying capacity could be enhanced by one match per week, meaning the demand is being met by the supply.

In terms of hockey, the PPS identifies that although there is an overall over-supply of hockey provision in North Warwickshire, the only hockey suitable pitch in the area is almost at capacity on Saturdays, when the majority of fixtures are played. The PPS identifies that the lack of good quality changing facilities and social facility capacity, severely limits the capabilities of the club. The club currently uses ancillary facilities at Atherstone Sports Club.

The PPS states that the current AGP surface is five years old and is likely to require resurfacing in another five years (now two years given it is now 2021). The PPS recommends that a 'sinking fund' is put in place to cover the cost of resurfacing. Ancillary facilities at the site were identified as poor and a full refurbishment of the changing facilities is recommended.

Subsequent to the analysis of existing provision in the Playing Pitch Strategy, a range of recommendations are made. Those recommendations specifically relevant to Atherstone Sports Club and its constituent member sections are:

- Invest and develop in multi-sport hubs, such as Atherstone Sports Club. Extend, refurbish or replace changing and ancillary provision that are not fit-for-purpose to enable for all demand to be accommodated.
- Increase the provision of 3G AGP provision across the study area, with the development of at least 2 full size pitches. Opportunities to deliver the recommended provision of full size AGPs should be explored. Atherstone Sports Club has been identified as a potential location of one of the new AGPs
- Queen Elizabeth School and Sports College current full-sized sand based AGP surface is five years old and is likely to require resurfacing in another five years. The costs of resurfacing this pitch should be ensured to protect the development of Hockey in the borough
- The general maintenance of rugby pitches should be improved in order to increase carrying capacity of pitches in high demand

It is clear that there is a need for improvement in the sports facilities in North Warwickshire, however it is acknowledged that funding to implement the recommendations in the Playing Pitch Strategy is limited. Granting a Long-Term Lease to Atherstone Sports Club Ltd will enable NWBC to implement elements of the PPS within the time parameters identified.

Synergy with Football Foundation Local Football Facility Plan North Warwickshire (December 2018)

In terms of 3G pitches, one of the five priority projects identified in the Local Football Facility Plan (LFFP) is for a new 11 vs 11 Floodlit 3G Football Pitch for the Atherstone Area.

For Royal Meadow Recreation Ground the LFFP identifies works to natural grass pitches and the provision of storage facilities to support the creation of three full size grass pitch equivalents. In addition, the LFFP identifies providing new changing and storage facilities as another priority for Royal Meadow Recreation Ground and it is one of three opportunities identified for a Multi-Use Games Area.

The LFFP identifies that this investment will support participation growth in junior football, girls football, recreational football, informal football, lower socioeconomic communities and BAME communities.

Queen Elizabeth Academy has also been identified for priority investment in the LFFP. It is felt that the priorities identified relate to Atherstone Rangers' current use of this facility however the development of Royal Meadow Drive and new changing facilities as identified in the Atherstone Sports Club Development plan will eliminate or substantially reduce Atherstone Rangers' reliance on Queen Elizabeth Academy as a venue. It is felt that the funding identified for Queen Elizabeth Academy may be reallocated to further support the development of Royal Meadow Drive.

Synergy with Uniting the Movement, Sport England (January 2021)

Sport England published *Uniting the Movement* in January 2021 which is its 10 -year strategy to transform lives and communities through sport and physical activity in England. Sport England have identified three key objectives:

- Advocating for movement, sport and physical activity
- Joining forces on five big issues
- Creating the catalysts for change

The five big issues identified are:

1. **Recover and reinvent** relating to the impact of the pandemic on individuals, sport and communities
2. **Connecting communities** focusing on sport and physical activity's ability to make better places to live and bring people together
3. **Connecting with health and wellbeing**, strengthening the connections between sport, physical activity, health and wellbeing, so more people can feel the benefits of, and advocate for, an active life
4. **Active Environments**, creating and protecting the places and spaces that make it easier for people to be active
5. **Positive experiences for children and young people** focusing on positive experiences for all children and young people as the foundations for a long and healthy life

To support this strategy, Sport England has identified an estimated budget of £531m for 2021 – 2022 to support capital and revenue projects.

Atherstone Sports Club and its constituent members have presented a development plan which aims to provide a multi-sport facility at Royal Meadow Drive which is designed to create a culture where sport and physical activity is a life-style choice. This vision is synonymous with the *Uniting the Movement* strategy particularly in providing positive experiences for

children and young people as well as providing an environment which will make it easier for people to be active.

The proposed project's consistency with Sport England's strategy is likely to enable Atherstone Sport Club to access grant funding to support the development.

Benefits

The improvements to Royal Meadow Drive as identified in the Club's development plan are expected to yield the following benefits to the Authority, the Community and the Club:

- Some of the recommendations identified within the Playing Pitch Strategy December 2018 and the Local Football Facilities Plan December 2018 will be addressed within the development plan. In addition, the proposed development seeks to deliver a multi-sport facility which supports the objectives identified by Sport England's *Uniting the Movement* strategy
- The lease will enable the Club to access a greater number of sources of income to fund development of part of Royal Meadow Drive
- The cost of maintenance of the playing pitches will be borne by the Club creating a saving for the Authority.
- On-going pitch maintenance and protection of playing surfaces will enhance the sports provision within the Authority
- The development plan will create a recreational space which can be enjoyed by the local and wider community whilst giving Royal Meadow Drive a clear identity as a protected sports area. As has been demonstrated during the initial phase of development, the public have been able to continue enjoying the benefits of the green space provided by Royal Meadow Drive. The inclusion of further landscaping and the creation of wildlife walkways as identified in the plan will further enhance the area for the local community and wider catchment area. Continued engagement with NWBC and the community will inform the on-going development to ensure that the needs of sport are met without being detrimental to the public access to or enjoyment of Royal Meadow Drive
- Increased opportunities to engage in a variety of sport is likely to have a positive impact on the health and welfare of the community and support strategies to address the issue of childhood obesity
- The development of Royal Meadow Drive as a multi-sport provision is likely to help reduce the anti-social behaviour which currently impacts on the community's enjoyment and use of the space
- The Local Area Plan requirement to ensure an appropriate infrastructure to support the growth in population will be strengthened through increased access to high quality sport and physical activity opportunities
- The lease and development plan will ensure the sustainability of the Club through increased participation resulting in increased income in the long-term

The Need for a Long-Term Lease

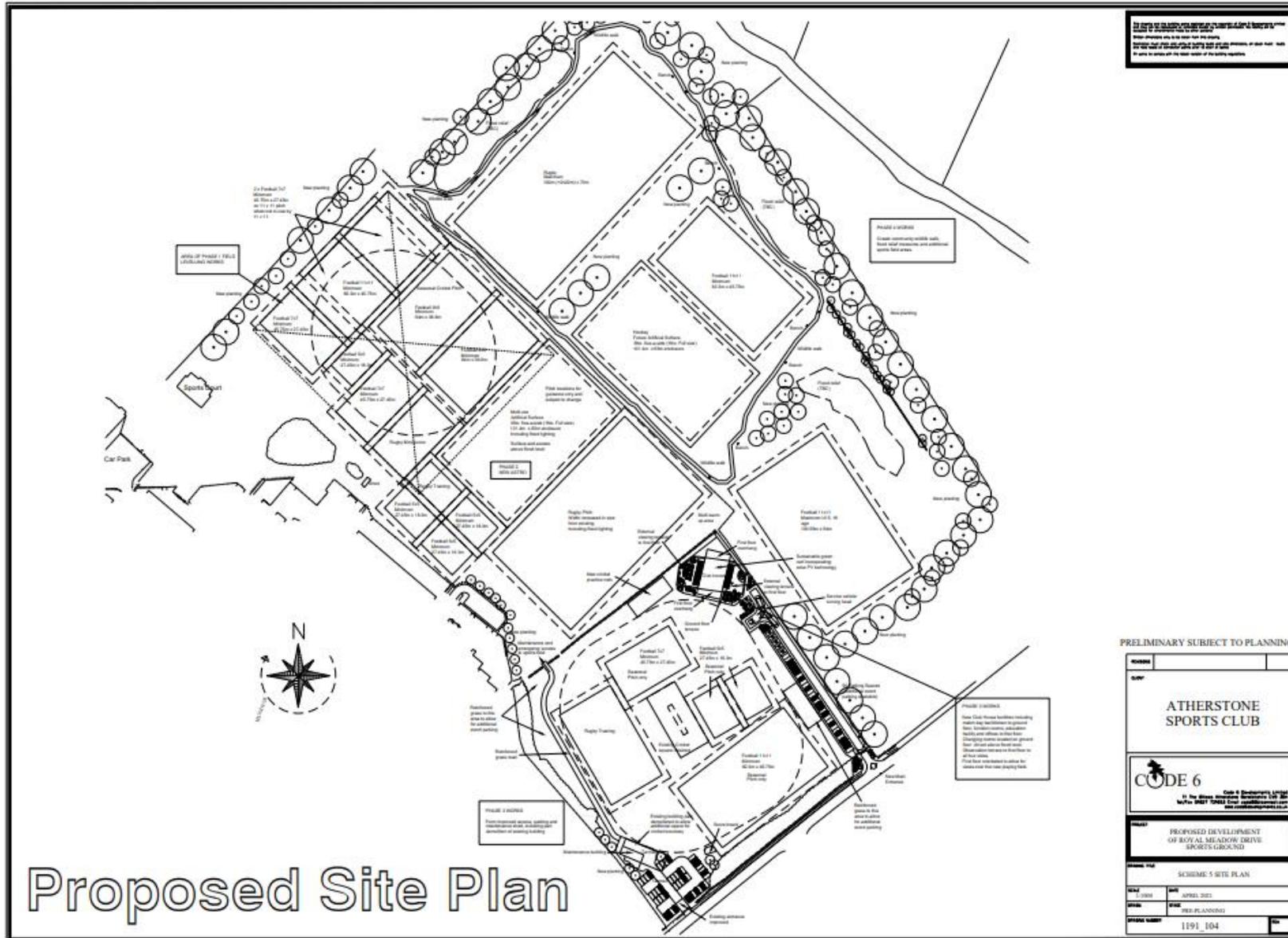
To continue the development a Sports and Community Hub operating out of Atherstone Sports Club Ltd, there is a need to be able to access capital grant funding. A condition of

capital grant funding is that the site for which funding is applied for is either owned by the applicant or the applicant holds a long-term lease of not less than 25 years. It is felt that granting Atherstone Sports Club Ltd a **30-year lease** would provide the opportunity to apply for grants over the lifetime of the development plan and to procure land to expand the provision.

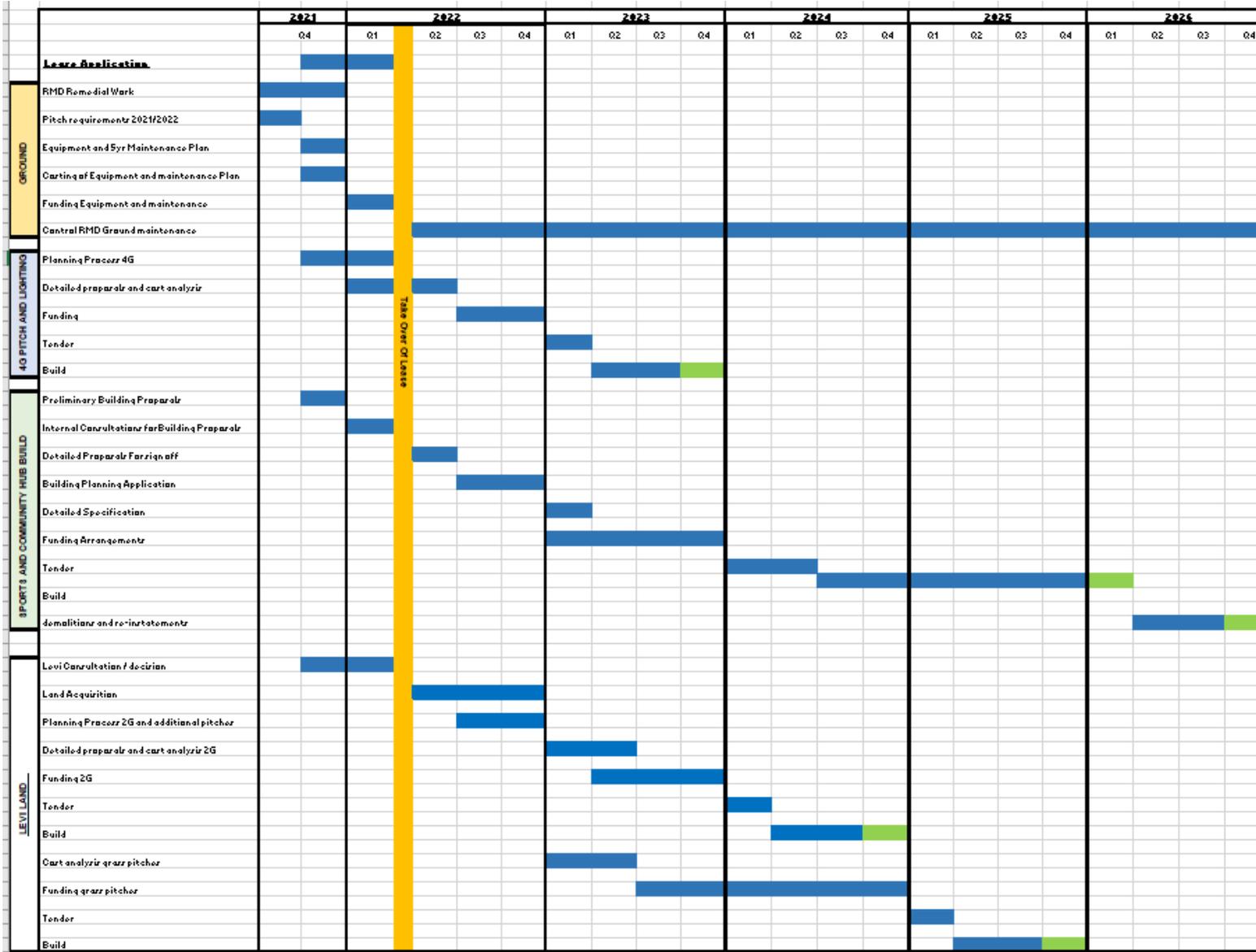
The granting of the lease would provide a level of security to the sections within the club and enable the members to take ownership of improving the space, investing time and money into creating a Sports and Community Hub for the benefit of their members as well as for the benefit of the local and wider community of North Warwickshire.

Atherstone Sports Club Ltd is committed to continuing to work with North Warwickshire Borough Council and its Officers throughout the lifetime of the development plan and in the future to continually work to improve sporting and community facilities for North Warwickshire.

It is recognised that at the end of the lease term it may not be feasible to enter into another agreement however it is hoped that achievement of the development plan would ensure that all parties were amenable to maintaining the arrangement.



APPENDIX 2 PROPOSED TIMELINE



APPENDIX 3

12/06/2021					
Item	Description	Quantity	Unit	Rate	Total
	WORKS TO BE PROVIDED BY OTHERS				
	Access for plant and material deliveries				
	CLS WORKS				
1	PRELIMINARIES				62,709.00
2	EARTHWORKS				39,177.00
3	DRAINAGE				49,740.00
4	SUB BASES				232,394.00
5	KERBS				8,139.00
6	MACADAM				77,616.00
7	SYNTHETICS - FOOTBALL				176,028.00
9	FENCING - FOOTBALL				109,475.00
11	FLOODLIGHTING TO NATURAL RUGBY & AGP - CIVILS ONLY				26,599.00
12	REINSTATEMENTS				11,000.00
13	SPORTS EQUIPMENT				16,940.00
14	MAINTENANCE				12,815.00
16	NEW PLANTING				11,000.00
17	CAR PARK AREAS & NEW MAIN ENTRANCE				237,677.00
18	NATURAL TURF PITCH WORKS				361,696.00
	GRAND TOTAL				1,433,005.00

NORTH WARWICKSHIRE LOCAL NATURE RESERVE REPORT - APRIL 2021 to SEPTEMBER 2021

The following comprises a brief summary of works delivered over the last six months by Warwickshire Wildlife Trust (“WWT”) in connection with Abbey Green Park, Cole End Park, Daffern’s Wood and Kingsbury Meadow Local Nature Reserves (“LNR”s).

Works across the sites are progressing well with late summer grass cutting at Kingsbury Meadow and at Daffern’s Wood. Autumn and winter works are scheduled in and this is a period where the focus will turn to woodland and management of scrubby habitats now the bird nesting season is over.

At Daffern’s Wood, the invasive variegated yellow archangel is pulled with Nature Force volunteers and the small pond / wetland is opened up and cut back. The grasslands up towards Frederick road has been cut and raked off. Fixed point photography and surveys have been completed. A guided walk was organised but had a small turnout of only three people attending. This was unfortunate but we shall programme some further in 2022.

Kingsbury meadow management has focussed on the removal of the yellow archangel and Russian vine as this suppresses native flora and can get out of control. To remove this the task has been to cut it back and pull it by hand, removing the roots. Further spread will be monitored.

We have made good headway with cutting the grasslands. The sedge bed and meadowsweet cutting task is complete. The grassland survey and fixed-point photography are complete. A guided walk was set up but nobody booked on unfortunately and as with Daffern’s wood we will focus efforts to engage the local community again in 2022.

At Abbey Green; the top meadow is scheduled to be cut (or may recently has been cut) by NWBC and Nature Force will remove this and rake up. The remaining tasks are scheduled in for the autumn period. The fixed-point photography has been completed and the guided walk was attended by three people. Finally, school engagement is scheduled with the Trust's Education team now the autumn term has started.

Cole End park has received two days of volunteer tasks of Himalayan Balsam pulling and this was supported by a further two days by Tame Force. This plant has increased at the site due to lockdown preventing pulling last year. The remaining autumn and winter works are scheduled in for the autumn and winter which will include some woodland work and coppicing and in addition the fixed-point photography was undertaken.

Local people continue to support our work and we receive many positive comments when on site. We continue a policy of inviting local contacts to work parties and tasks on their local sites.

Finally, the Trust has secured funding to run a health and wellbeing project at Dafferns Wood. Funded by the NHS Coventry & Warwickshire CCG – Winter pressures fund the Trust will deliver 2 x 8-week bush craft courses, between September 2021 and 31st March 2022 in order to meet increased demand from local people, to promote the uptake of physical health checks and vaccines with all participants and maintain their wellbeing

This is a new are of work and project which it is hoped some volunteers for the LNR will arise from.

Photographs

Below: Brushcutting the sedge bed at Kingsbury Meadow LNR



Appendix C

Shuttington & Alvecote Parish Council



Community Wildflower Garden Proposal

Project Overview:

Shuttington Parish Council are planning a community wildflower garden on an 800 square meter little used green space on Milner Drive, Shuttington, B79 0DS.

The garden will comprise of a mown path surrounded by wildflowers and native grasses and an extension of existing native broad leaves trees. A wildlife pond with fully integrated safety grid will be a valuable addition for biodiversity and picnic benches and a hard surfaced path will provide access to all abilities to a seating area.

The project aims to involve local community groups (Shuttington Community Support Group, School Groups and youth organisations) in different ways. For the community group, the garden will provide a valuable and safe outdoor meeting point for the senior walking group. For the local primary school involvement in nature studies, pond dipping, etc is intended and for youth groups such as Brownies and Cubs we would invite involvement with the ongoing maintenance of the site, planting, seed sowing and nature trails.

The project has been designed to give maximum impact on climate change mitigation with minimal maintenance, which is the very essence of a wildflower garden.

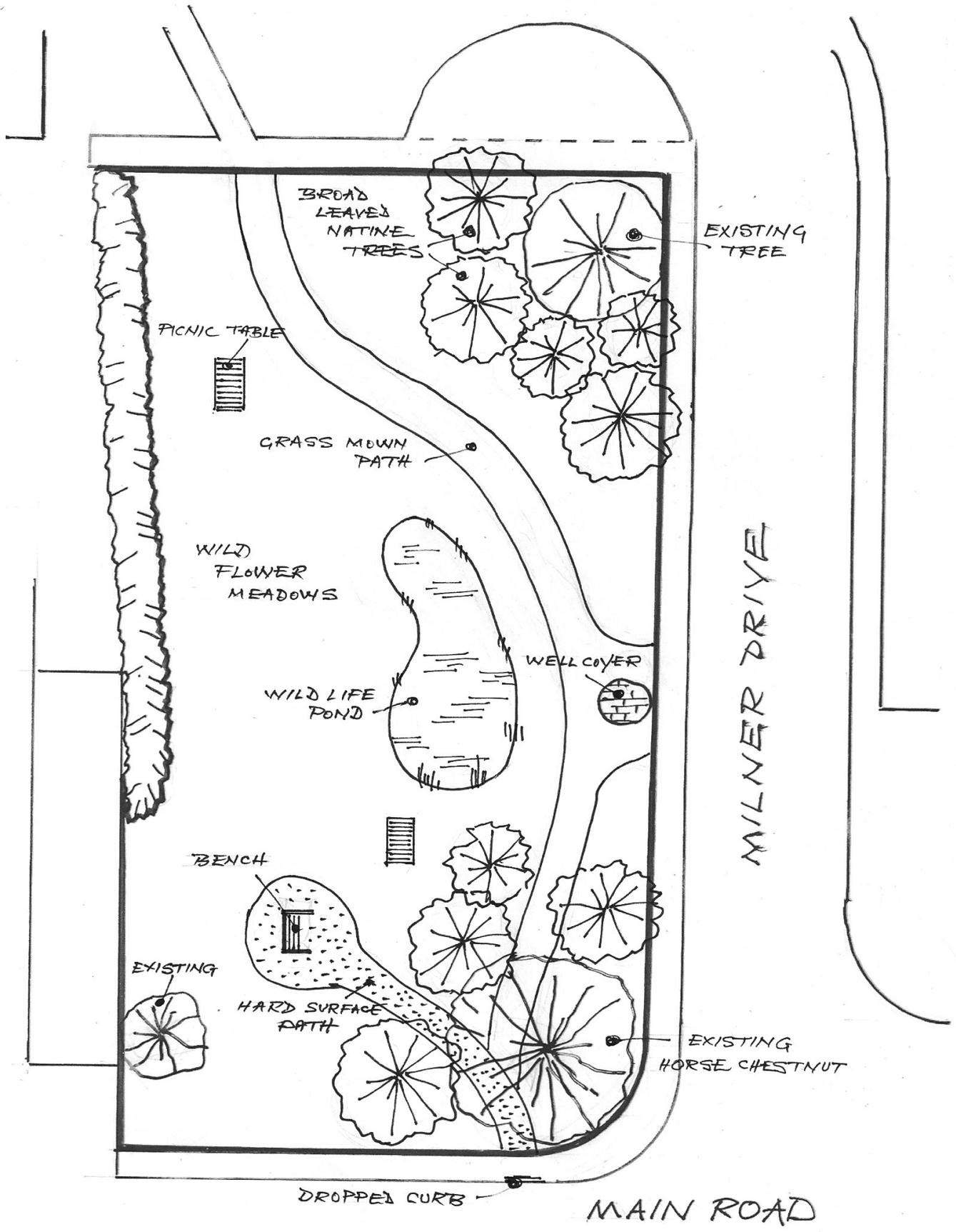
This proposal is fully supported by the local community, the parish council and North Warwickshire Borough Council. As the wildflower garden establishes over the years the wildlife habitat, biodiversity and community benefit will grow year on year.

Project Site & Plan:



800m² green space shown on images above. Miner Drive, Shuttington, B79 0DS

MILNER DRIVE SHUTTINGTON



Project Timescale:

We anticipate works to start on the project in August 2021. We have been advised that autumn sowing of the wildflower seed is best to achieve the best results in the following spring and summer. Whilst the project will be on going and evolving over the years we expect the ground works, sowing, planting and park furniture installation all to be complete by the end of 2021.

August & September 2021:

Grassed area to be treated with with Glyphosate mid to late August. After 3 weeks, when grass is showing signs of dying back, the whole area would be power harrowed to depth of 100mm to 150mm.

This will be left for around another 3 weeks to allow for any further germination of weeds etc. followed by another application of Glyphosate.

Shortly after this has been applied the pond area will be excavated to a size of approximately 12ft x 12ft kidney shaped with a deep end approximately 3ft.

All soil etc. that is excavated from the pond will be graded around the side and not be transported away. After this has been done, the whole area would be power harrowed again. At this point the grass and wild flower seed would be sown and lightly covered to allow for germination to take place. Trees to be planted.

Works to be carried out by Steve Barnsley Construction & Groundworks.

October 2021:

Pond to be lined and diamond deck safety grid installed above or at water level to ensure safety should anyone fall into the pond. Pond to be filled once safety grid installed.

Works to be carried out by Pond Safety Ltd

Hardcore path to be excavated, hardcore laid and concrete path to be installed. Once cured bench to be installed and secured.

Works to be carried out by Concrete Services Tamworth Limited.

Spring 2022 onwards:

Mown paths to be added and picnic benches installed. At this point we would consider the wildflower garden established. During the spring and summer months we expect to have the paths mown every two weeks and the edges of the wildflower areas strimmed. The wildflower meadow will only require a single cut annually and will first take place in early autumn 2022.

Project Permissions:

Shuttington & Alvecote Parish Council are in the process of gaining permission to manage the site with North Warwickshire Borough Council. This has been delayed by our contact Katherine Webster - Green Space Officer. North Warwickshire Borough Council have said they are in favour of the project however they are consulting their legal teams on what would happen if Shuttington & Alvecote Parish Council relinquished the site back to North Warwickshire Borough Council,

Project Management and Contacts:

The project will be managed by Councillor Claire Holloway and Councillor Rory Hogan of Shuttington & Alvecote Parish Council.

Contact details:

Councillor Claire Holloway

Mobile: 07527 867181

26 Main Road

Shuttington

B79 0DS

Councillor Rory Hogan

Mobile: 07572 271592

28 Main Road

Shuttington

B79 0DS

Agenda Item No 10

**Community and Environment
Board**

11 October 2021

**Report of the Director of
Leisure and Community Development**

Health and Wellbeing Action Plan

1 Summary

- 1.1 This report provides Members with an update on the progress being made in respect of the actions identified in the approved Health and Wellbeing Action Plan (2020 to 2023).

Recommendation to the Board

That the Board notes and comments upon the progress made in respect of the delivery of those commitments identified in the Health and Wellbeing Action Plan (2020 to 2023).

2 Consultation

- 2.1 Consultation has taken place with relevant Members and any comments received will be reported at the meeting.

3 Introduction

- 3.1 The three-year Health and Wellbeing Action Plan (2020 to 2023), a copy of which is attached at Appendix A, was developed by the Health and Wellbeing Working Party and endorsed by the Board at its meeting held in March 2020. The Working Party monitors progress in respect of delivery of the actions identified within the Plan at each of its meetings.

- 3.2 The Action Plan provides an holistic view of activity that takes place across the Authority that impacts on the health and wellbeing of the local population. Accordingly, the Action Plan seeks to ensure that the Borough Council, along with its partners, is doing all that it can to improve the health of the community in a co-ordinated and effective manner. Self-evidently, the ability of the Authority and its partners to progress many of the actions within the Plan has been adversely affected by the Coronavirus pandemic. The pandemic, of course, has required a huge multi-agency response to protect the health and welfare of the local community and organisational staff. The detail associated with this response has been, and will continue to be, communicated to Members and formally reported elsewhere.

4 Progress in 2021 / 22

4.1 This report does not seek to provide detailed commentary on the progress being made with regard to each of the key actions identified in the Action Plan. Instead, this and future reports will seek to highlight developments that either the Health and Wellbeing Working Party or Officers consider will be of particular interest to the Board. The appended Action Plan, however, provides detailed information on the relative progress being made with each of its provisions and key actions. Members are invited to consider and comment on any of the information contained therein.

4.2 Addressing Teenage Conceptions

4.2.1 Whilst the COVID-19 pandemic will undoubtedly have had an impact on Under 18 conception rates across the nation, it is too early to know the extent of this impact locally. Relevant information will be passed to the Working Party and the Board when it becomes available.

4.2.2 Atherstone Health Store (situated in Atherstone Clinic) remains accessible only through an appointment. This is the case for all sexual and reproductive health services currently, as the service continues to follow clinical guidance and manage its operational return in a safe way. Young people continue to access services through George Eliot Hospital and, when necessary, at Atherstone Clinic.

4.2.3 The C-Card scheme has received considerable focus and attention in the last quarter. Those pharmacies that were already part of the scheme have all been visited, restocked and, where necessary, received update training. Lloyds of Long Street, in Atherstone, has ceased delivery of the scheme. The Queen Elizabeth Academy (TQEA) has requested further training and workshops for young people, in order to enable it to become a distribution site.

4.2.4 Polesworth's Young Persons' service is due to resume at Polesworth School in the new academic year. The School has moved the location of the service to a part of the campus that is more accessible for both nurses and students.

4.2.5 The Office of National Statistics released the most up-to-date information on Under 18 conception rates at the beginning of August 2021. Whilst there is an increase in the figures throughout 2019, the overall trend is declining when compared to the peak of 2015. The 2019 data shows that North Warwickshire had:

- 18.1 per 1,000 Under 18 conceptions (an increase from 14.2 in 2018). This equates to 18 young people (an increase from 14 in 2018)
- 55.6% of conceptions led to an abortion (a large reduction from 85.7% in 2018)

4.3 **#onething**

4.3.1 The #onething service, delivered by the Healthy Living Network, ended on 31 March 2021 after being paused in March 2020 due to the pandemic. The service has not been continued. A range of alternative online support tools, Apps and programmes are continuing to be promoted by the Network, including, for example, NHS England Apps and programmes (including Couch 2 5K, NHS Smoke-Free, Drink Free Days and the NHS Weight Loss App).

4.4 **Walking and Cycling**

4.4.1 All 11 of the North Walks walking groups have re-started after the pandemic, covering the following areas: Arley, Atherstone, Austrey, Coleshill, Dordon, Hartshill, Kingsbury, Mancetter, Middleton, Nether Whitacre and Ridge Lane. Since re-starting, the groups have been pleased to discover that the majority of participants have returned and, in most cases, that they have been joined by new walkers.

4.4.2 The national Women's Tour (cycling) will return to North Warwickshire on Wednesday 6 October 2021 for an individual time trial stage. This stage will cover a 10-mile route starting and ending in Atherstone, and passing through Bentley, Birchley Heath, Ridge Lane and Mancetter along the way. SweetSpot is the main organiser of the Women's Tour, but it is being supported by engagement from across the Borough Council in an effort to ensure the success of the event.

4.5 **Director of Public Health Annual Report**

4.5.1 The Director of Public Health Warwickshire has released her 2020 / 21 annual report. The theme of the report focuses on the COVID-19 pandemic across Warwickshire and its impact on health inequalities. Outlined within the report are a number of health indicators at both a Place (Warwickshire North) and a borough / district (North Warwickshire) level. North Warwickshire was highlighted as significantly worse than the national average for a number of health indicators, including (but not limited to) smoking, diabetes prevalence, smoking at the time of delivery and adults (aged 18+) classified as overweight or obese. A full list of these health indicators can be seen in the Health and Wellbeing Action Plan (2020 to 2023).

5 **Report Implications**

5.1 **Finance and Value for Money Implications**

5.1.1 The health and wellbeing actions within the Plan that are identified as having a cost implication for the Authority will be funded either through approved revenue budgets or secured external funding. The Board will be aware that annual revenue provision of £8,750 is made to support the activity of the Health and Wellbeing Working Party, in addition to which a one-off allocation of £5,000 was made in 2017 / 18.

5.2 Safer Communities Implications

5.2.1 Tackling evident health-related problems in society, such as alcohol and drug misuse, seeks, amongst other things, to make communities safer places in which to live, work and visit.

5.3 Legal, Data Protection and Human Rights Implications

5.3.1 There are no direct legal, data protection or human rights implications arising from this report.

5.4 Environment, Sustainability and Health Implications

5.4.1 The immediate and wider environment in which people live and work have a direct impact on individual and collective health. Good quality housing, green space and focused health improvement interventions, therefore, positively impact upon people's environment and their wellbeing. If people are in good health they are more likely to live longer, happier, independent lives and to make a positive contribution to their community, thereby improving quality of life for everyone.

5.4.2 The activities identified within the Action Plan are designed to positively impact upon individual and collective health and wellbeing, with the aim of helping people to live healthier lives and to reduce health inequalities in society.

5.4.3 There is a clear and evident link between good quality service provision and the positive health and wellbeing of participants. Programmes of work, therefore, will include increasing the quality and extent of provision where possible, most especially in targeted locations within the Borough.

5.5 Human Resources Implications

5.5.1 There are no human resource implications arising directly from this report.

5.6 Risk Management Implications

5.6.1 There are no direct risks consequent upon the services identified within this report. The activity that is included within the Health and Wellbeing Action Plan, however, will be risk assessed and appropriate controls put in place, where appropriate.

5.7 Equalities Implications

5.7.1 Hard to reach communities are often those that are most in need of health and wellbeing advice and support. As directed by the Board, interventions are targeted at specific communities identified as being those most in need of related services.

5.8 Links to Council's Priorities

5.8.1 Health and wellbeing activity positively impacts on all of the services provided by the Borough Council and, therefore, links to each of the Authority's corporate priorities:

- Responsible financial and resource management
- Creating safer communities
- Protecting our countryside and heritage
- Improving leisure and wellbeing opportunities
- Promoting sustainable and vibrant communities
- Supporting employment and business

5.8.2 Additionally, health improvement activity directly links to all three Sustainable Community Strategy priorities:

- Raising aspirations, educational attainment and skill levels
- Developing healthier communities
- Improving access to services

The Contact Officer for this report is Becky Evans (719346).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
1	North Warwickshire Borough Council	Health and Wellbeing Action Plan	2020 to 2023
2	Director of Leisure and Community Development	Report to Community and Environment Board (Health and Wellbeing Action Plan)	March 2021

North Warwickshire Health and Wellbeing Action Plan (2020 to 2023)

Aim: To encourage and support the local community to adopt a proactive approach in the positive self-management of their health and wellbeing

Action	Outcome	Timescale	Resource / Cost	Responsible Officer	Progress
Work with partners in support of the delivery of the Joint Strategic Needs Assessment for North Warwickshire and its associated Action Plan	<p>Borough Council representation on the JSNA Steering Group (once re-established)</p> <p>Contribution to the delivery of specific activities drawn from the JSNA Action Plan</p> <p>Director of Public Health's 2020/21 Annual Report</p>	<p>TBC</p> <p>March 2022</p>	<p>To be determined in conjunction with partners</p> <p>Certain activities will require external funding support</p>	<p>Community Development Manager (CDM) / Community Development Officer (Health Improvement) [CDO (HI)]</p>	<p>JSNA Steering Group to be re-established once the priorities of the Warwickshire North Health, Wellbeing and Integrated Care Partnership are known</p> <p>WCC has a dial-a-ride scheme (IndiGo), which operates to and from Atherstone, Coleshill and numerous villages in the Borough</p> <p>Health indicators highlighted as statistically worse in North Warwickshire when compared to the national average:</p> <ul style="list-style-type: none"> - Smoking at the time of delivery - Adults (aged 18+) classified as overweight or obese - Statutory homelessness – eligible homeless people not in priority need - Killed or seriously injured on the roads - Sickness absence - % of working days lost due to sickness - Estimated dementia diagnosis rate (aged 65+) - Cancer screening coverage – cervical cancer (aged 50 to 64 years of age) <p>The full report can be found at: Director of Public Health Report 2020/2021</p>

<p>Encourage and increase the use of open and green spaces throughout the Borough</p>	<p>In conjunction with local communities, organise two Big Day Out events per year</p> <p>Implementation of specific activities identified within the Action and Funding Plans that support delivery of the adopted Green Space Strategy and Playing Pitch Strategy</p> <p>In conjunction with partners, complete the project to renovate Meadow Street Garden, Atherstone</p>	<p>September 2020</p> <p>As identified within the Action and Funding Plans</p> <p>May 2020</p>	<p>£3,000 (£1,500 each event)</p> <p>As identified within the Action and Funding Plans</p> <p>Funded by LEADER and S106 contributions</p>	<p>Special Projects Officer (SPO) and Community Development (CD) section</p> <p>Green Space Officer</p> <p>Projects Officer (CD)</p>	<p>Warton: 28 June 2020 – Cancelled due to pandemic</p> <p>Atherstone: 6 September 2020 – Cancelled due to pandemic</p> <p>Phase one of the project has been completed (new hard surfaced footpath, bespoke railings and archway feature, steps / performance space, bollards). Three new benches, interpretation boards and bins are awaiting installation. Initial feedback from residents is very positive, with praise specifically given to the new path in the Garden</p> <p>Planting work has taken place and (in accordance with the Funding Agreement) work has begun to create a “Friends Of” group for the Garden</p>
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Reduce the number of Under 18 conceptions in North Warwickshire	Attend the local (WN) Addressing Teenage Conception (ATC) meetings	On-going		CDM	The Community Development Manager is the Borough Council representative
	Actively promote the Health Store in Atherstone	March 2021	Maximum £200	CDO (HI)	Atherstone Health Store (situated in Atherstone Clinic) remains accessible through appointment only. This is the case for all sexual and reproductive health services currently as the service continues to follow clinical guidance and manage the return to services in a safe way. Young people continue to access services through GEH and, when necessary, at Atherstone Clinic
	Financially support the Health Store in Atherstone in 2020 / 21	March 2021	£2,500		<p>The C-Card scheme has received considerable focus in the last quarter. Pharmacies engaged in the scheme have all been visited and restocked and, where necessary, have received update training</p> <p>Lloyds of Long Street has ceased delivery of the scheme. QE School has asked for further training and workshops for young people at the start of the academic year with a view to becoming a distribution site</p> <p>The Office of National Statistics released the most up-to-date information on Under 18 conception rates at the beginning of August 2021. This data relates to the annual rate for 2019 and shows North Warwickshire:</p> <ul style="list-style-type: none"> • 18.1 per 1,000 Under 18s (an increase from 14.2 in 2018). This equates to 18 young people (an increase from 14 in 2018) • 55.6% leads to an abortion (a large reduction from 85.7% in 2018) <p>Although the figures have increased in 2019, the overall trend is declining when compared to the peak of 2015</p>

<p>Promote the Fitter Futures services in North Warwickshire with a view to increasing the number of scheme referrals and completers</p>	<p>Challenge the current commissioned process, which only allows North Warwickshire residents to access the service if their GP is located in Warwickshire</p> <p>Referrals and completers targets to be agreed with Public Health and the service provider(s)</p>	<p>Oct 2020</p> <p>To be determined</p>	<p>Maximum £500</p>	<p>CDM</p> <p>CDO (HI)</p>	<p>WCC is looking to pilot a 12-months referral pathway for North Warwickshire residents who are registered with a non-Warwickshire GP (providing the practice has 100+ North Warwickshire residents), as well as an email referral form. This pilot was paused due to the pandemic but will be revisited once referrals are active</p> <p>In Q1, Fitter Futures Warwickshire received 663 referrals (21 related to long COVID symptoms), with 73 referrals in North Warwickshire:</p> <ul style="list-style-type: none"> - Slimming World = 43 - Everyone Health = 1 - Physical Activity on Referral = 19 - WW = 10 <p>Due to the very recent re-opening of leisure centres, there are no completion rates available. If people are not comfortable returning to the centre, online / telephone / at home support is available for Physical Activity on Referral clients. North Warwickshire has received five such referrals</p> <p>WW and Slimming World have re-introduced face-to-face weigh-ins alongside their virtual sessions; however, some of the nutrition sections remain online (this is determined by the group / consultant in each area)</p>
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					<p>Additional Adult Weight Management Grant – Warwickshire County Council has been allocated £173,884, which was determined by population size, obesity prevalence and deprivation levels. This funding will provide WCC with an opportunity to deliver 12-weeks targeted weight management and ensure equitable access to those population groups most in need, such as:</p> <ul style="list-style-type: none"> - People from Black, Asian and Minority Ethnic Communities - Maternal Obesity (Ante and Post-natal) - Severe Mental Illness - Physical and Learning Disabilities
Promote the #onething campaign to increase the number of people receiving mini health checks and making personal health pledges	#onething targets to be determined in conjunction with the Healthy Living Network	March 2021	Maximum £200	CDO (HI)	<p>During the pandemic, the #onething health checks were paused in March 2020, with the contract ending on 31 March 2021. As the service contract ended while the health checks were paused, the service will not resume. Therefore, a range of alternative services are available and are being promoted, including:</p> <ul style="list-style-type: none"> -NHS Better Health Campaign - One You e.g. Couch to 5k
Provide a programme of holiday provision for children and young people in the Borough Council's leisure facilities during each school holiday	To be reviewed in the context of the 2021 / 22 Service Improvement Plan	On-going through to March 2023	See SIP	Leisure Facilities Manager (LFM) and Business Development Team (BDT)	<p>A range of activities were delivered at Atherstone Leisure Complex and Coleshill Leisure Centre during the summer holidays, including cheerleading, dance, gymnastics, multi-sports sessions, inflatable fun and swimming lessons. In Atherstone, Family Fun sessions, which included subsidised crafts and sports activities in the Memorial Hall, were offered with funding secured through the free school meals programme. The holiday programme recorded over 1000 attendances and realised an operational “profit” of almost £2,500. This performance exceeds that achieved in 2019</p>

					TopScore Academy did not operate out of Polesworth Sports Centre during any of the 2021 school holidays
Increase the number of members of, and visits to, the Borough Council's leisure facilities	To be reviewed in the context of the 2021 / 22 Service Improvement Plan	March 2022	See SIP	LFM and BDT	<p>In line with Government guidelines, facilities were closed on the following dates:</p> <ul style="list-style-type: none"> • March 2020 to July 2020 • November 2020 • January 2021 to April 2021 <p>During this time, the leisure facilities provided a comprehensive online offer, which attracted 233 new Facebook members</p> <p>Full details are provided within the Leisure Facilities Service Improvement Plan</p> <p>The Leisure Facilities App is now available for download, and allows members to book classes, receive push notifications, and interact directly with the leisure centre. By the end of August the App had been downloaded over 1000 times</p>
Encourage the improvement and accessibility of the walking and cycling networks in North Warwickshire	Promotion of walking through the production of a booklet of all the walking groups in the Borough	Annually	£500	SPO	Since the end of the 2021 lockdown, all 11 walking groups have re-started and are engaged in walks that follow Government guidelines
Support the North Walks group, including in its organisation of two charity walks per year and with its annual trip for volunteers	<p>Delivery of a minimum of two Walk Leader training courses per year</p> <p>Delivery of two charity walks and an annual trip for walk</p>	March 2021, then on-going	£400 per annum	SPO	Due to the pandemic no Walk Leader training has been offered or required
				SPO	Charity walks will be discussed with group leaders in due course, now that lockdown restrictions have been lifted

	volunteers Successful delivery of national cycling events taking place in North Warwickshire in 2021	October 2021	£15,000	CD section	The 3 rd stage of The Women's Tour will be held in Atherstone on 06 October 2021. This stage is a time trial and will cover a 10-mile route, starting and ending in Atherstone. The route travels through the villages of Bentley, Birchley Heath, Ridge Lane and Mancetter
Promote adult and child safeguarding as being everyone's responsibility	Delivery of Child Protection / Child Sexual Exploitation and Safeguarding Adults training to all Borough Council staff and Councillors All Borough Council staff in receipt of safeguarding training within three months of commencing their employment and every three years thereafter	Three courses per quarter	N/A	CDM	Training is currently being redesigned to incorporate both children and adults. In the interim, the deliver of Child Protection training will resume in November Internal and external promotion of Warwickshire County Council's new Child Exploitation Awareness website "Something's Not Right"
Actively promote the HEART service		On-going	£500	CDO (HI)	The HEART partnership (operated from Nuneaton) is continuing to do essential HomeWorks, however the completion of any visits or works is subject to the customer and members of their household being free of coronavirus symptoms
Monitor the delivery of the Timebank Project		November 2021	Funded through the NW	CDM	The Timebank project was a 12-months pilot running across Atherstone and Mancetter and delivered by the Coventry and Warwickshire Co-operative Development Agency from

			Community Partnership		November 2019 to December 2020 The 36 members recruited have been transferred to Warwickshire County Council's Time4Warwickshire timebank programme. This project is due to end January 2022
Identify opportunities to reduce harm from poor air quality in localised areas Assess the impact that the Council's activities have on the environment and the climate and to take steps to ensure that the level of the impact is reduced as far as is practicable, with the ultimate aim of carbon neutrality	Continue to monitor the 29 NOx tubes Submit the Annual Status report to DEFRA Audit what measures are currently in place to address climate change and the Council's current carbon emission levels Identify steps to ensure that the Council's direct and indirect activities achieve net-zero carbon emissions	On-going Annually May 2020 To be determined	To be determined To be determined	Senior Pollution Control Officer Corporate Director (Streetscape) Corporate Director (Streetscape)	29 NOx tubes are located across the Borough to monitor air quality The Annual Status report for 2020 has been submitted to DEFRA Work on climate change is on-going
Actively support and promote good mental health and wellbeing to people who live and work in North Warwickshire	Provide three Mental Health First Aid sessions for a total of 15 volunteers in Arley, Atherstone and Dordon	March 2021	Funded through Suicide Prevention	SPO	Three Mental Health First Aid sessions were arranged for early 2020. A session in Atherstone was conducted with 12 attendees, however the Dordon and Arley sessions were cancelled due to COVID-19. Sessions were moved online due to Government guidelines. The first online course was held in February 2021, with nine attendees. The third course

<p>Work with Warwickshire County Council, the Partnership Trust and the West Midlands Combined Authority in the implementation of their mental health strategies in North Warwickshire</p> <p>Assist the Dementia Friendly Communities Group in the delivery of its Action Plan</p>	<p>Ensure that all Borough Council frontline staff receive Dementia Friends training</p> <p>Establish North Warwickshire Borough Council as a Dementia Friendly Organisation</p> <p>To be determined in line with the Action Plan</p>	<p>March 2021 and then on-going</p> <p>March 2021</p> <p>On-going</p>	<p>£1000</p>	<p>CDO (HI)</p> <p>CDO (HI)</p> <p>CDO (HI)</p>	<p>was held in March 2021, with 11 attendees</p> <p>Dementia Friends is included within the corporate induction for new starters</p> <p>There is currently no recognition from the Alzheimer's Society accrediting organisations as being "dementia-friendly". The Borough Council, however, is an active member of the local Dementia Friendly Communities group, working with local businesses, support groups and organisations to promote the 'dementia friendly' message</p> <p>Many dementia community and support groups were paused in March 2020, due to the pandemic. Some of the various support groups, dementia / memory cafes and carer support services have subsequently re-started</p>
<p>In conjunction with partners, actively promote the FAST service through the Stroke Awareness Campaign in May</p>	<p>To be determined</p>	<p>May 2020</p>	<p>£100</p>	<p>CDO (HI)</p>	<p>Focus at the time was centred around personal safety messages and COVID-19 wellbeing advice</p>

Health and Wellbeing Working Party Minutes

16 September 2021

Present: Cllr. Macdonald (Chairperson), Cllr. M Humphreys, Cllr. Chambers, Cllr. Smith, Becky Evans, Russell Simkiss, Matthew Green (all NWBC), Yasser Din (Public Health England)

Part: Richard Dobbs (NWBC)

Apologies for Absence: Simon Powell (NWBC) and Lori Harvey (WCC)

Item	Notes	Action
2	<p>Minutes of the Last Meeting (21 June 2021)</p> <p>The minutes of the meeting held on 21 June 2021 were agreed as an accurate record of the proceedings.</p>	
3	<p>Climate Change</p> <p>Richard Dobbs updated the Working Party on progress in relation to climate change.</p> <p>The Working Party requested that the Climate Change Action Plan considers and aligns with the priorities of the Health and Wellbeing Action Plan including in respect of:</p> <ul style="list-style-type: none"> • Air pollution • Mental health and wellbeing • Trees • Cycleways / walkways <p>Cllr Humphreys requested further information on WCC funding for waterways / paths.</p> <p>Trees were discussed as being an important consideration in respect of climate change. There are a number of tree planting schemes available, and a county-wide strategy is being produced, which will be shared with the Working Party when it becomes available.</p>	<p>RD</p> <p>RD</p> <p>BE</p>
4	<p>Air Quality</p> <p>MG gave a presentation to the Working Party on work concerning air quality.</p> <p>It was agreed that Members would submit any questions relating to air quality to MG prior to each meeting.</p>	<p>ALL</p>
5	<p>Public Health / JSNA Update</p> <p>The Public Health Consultant post is still vacant.</p> <p>YD promoted the Mitigating Impact of COVID grant, which is open to community groups across Warwickshire to bid for small grants from WCC to improve health and wellbeing. The deadline is 10 October 2021.</p>	

Item	Notes	Action
	<p>The referral rates for Fitter Futures are lower in North Warwickshire than the rest of the county. Work is taking place through Everyone Health to increase referrals.</p> <p>Members requested more information on social prescribing. The lead officer from WCC is to be invited to give a presentation on this subject to the next meeting of the Working Party.</p>	BE
6	<p>Leisure Facilities Update</p> <p>RS gave an update on health-related work being undertaken within the leisure facilities.</p> <p>The Working Party suggested more of an emphasis on entry level exercise is required to encourage people back to an active lifestyle after the pandemic lockdown.</p>	RS
7	<p>Warwickshire County Council Localities Update</p> <p>Deferred.</p>	
8	<p>Health and Wellbeing Action Plan</p> <p>The Action Plan had been updated and would be circulated with the minutes.</p> <p>Unfortunately, the Community Development Officer (Health Improvement) post is currently vacant, with no immediate plans to recruit to the position. It was reported that this would impact on the extent of direct health and wellbeing-related work which could be delivered.</p>	BE
9	<p>Budget</p> <p>Members were updated on the current amount held within the Working Party's budget. Potential opportunities to use the budget in accordance with Action Plan priorities would be tabled for consideration at the next and future meetings of the Working Party, in respect of which Members were invited to submit proposals to BE.</p>	ALL
10	<p>Feedback from Relevant Partnership Meetings</p> <p>There was no feedback from Partnership meetings.</p>	
9	<p>Any Other Business</p> <p>There was no additional business for consideration at the meeting.</p>	
10	<p>Future Meeting Dates</p> <p>2 December 2021 10.00am to 12.00pm, Microsoft Teams and Chamber 10 February 2022 10.00am to 12.00pm, Microsoft Teams and Chamber</p>	

Agenda Item 12

Community and Environment Board

11 October 2021

Report of the Corporate Director – Streetscape

In-cab Technology

1 Summary

- 1.1 This report asks Members to approve the purchase and introduction of in-cab technology for waste and recycling collection vehicles.

Recommendation to the Board

That Members agree to the purchase and implementation of in-cab technology for all waste and recycling collection vehicles.

2 Background

- 2.1 Most local authorities are using in-cab technology in the operation of their waste collection services. The system consists of in-cab devices in each vehicle allied to a comprehensive back-office software system. In-cab technology has the potential to deliver a wide range of benefits to the Council and its residents.
- 2.2 Officers have evaluated several in-cab solutions and have identified the Webaspx system as the best and most cost-effective option. This system also integrates with existing route optimisation software currently utilised by the Council within the refuse and recycling fleet.

3 Benefits of in-cab

- 3.1 Implementing a comprehensive in-cab system across refuse and recycling services has numerous benefits including increasing service efficiencies in key areas, improving the quality and management of performance data, improved access for customers and staff to service information as well as enabling much better allocation of resources and improved communication. Among the key benefits are:
- Increased efficiency through the reduction and, in most cases, removal of paperwork such as round sheets and job tickets. This will save both admin and supervisory officers' time and reduce the risk of lost paperwork. In addition to the time taken to process the paperwork the system will also remove the time taken to transport paperwork from Lower House Farm to the Council House on a daily basis.
 - Easier management of opt-in or paid for services such as garden waste collections, clinical waste collections and trade waste. These can be

processed and allocated to rounds automatically without the need to be manually added and distributed. Specific modules for trade waste collections and cesspool services would improve efficiency and streamline service delivery.

- Improved performance through ability for waste supervisors and the contact centre to view real-time information about the status and progress of all collections crews. Contact centre officers would have the ability to inform residents of real time issues while waste supervisors would use this feature to divert resources to give assistance where necessary and avoid service failure. Disruptions caused by breakdowns or bad weather reported and acted on in real-time
- Increased support for drivers of new routes, such as agency staff or drivers of different routes covering sickness. The system has the ability to guide drivers around the round via satellite navigation, identifying route specific risks along the way (see below) as well as round specific issues such as assisted collections, access codes, location of bins, previously reported problems etc. This improves the service resilience and provides greater flexibility to rotate drivers as required.
- Safer routes with the provision of route specific risk assessments which flag upcoming hazards (e.g. schools, long reverses, narrow access, weight limits blind spots, height restrictions, accident hotspots etc.) to the collection crew. In addition to this, upon signing into the system at the start of the day the driver is required to complete a daily vehicle check before they are able to proceed with collections. Drivers can update these risks in real time and temporary hazards or restrictions can be added (for example road works, road closures or special events).
- Route efficiency through integration with the Council's existing route optimisation software ensures that fuel consumption is kept to a minimum providing both a cost and carbon saving. This is particularly true for opt-in collections (e.g. garden waste) where the crews will not need to visit every road on the route as they do now.
- Improved customer experience through a simplified online collection day and calendar look up. Calendars can be updated by the back office easily to account for changes to collections e.g. Christmas or cycle races.
- Reduction in missed bins using real time information to prevent residents reporting a bin as missed if the vehicle has not visited yet or if the crew has marked the property as "bin not out" or "bin contaminated". Recurring missed bin problems can also be managed by requiring the collection teams to individually mark those properties as "completed". Two local authorities already using the system have seen a 60-85% reduction in missed bin reports. Damage to bins can also be reported by crews at the time as well as other issues (such as residents needing accessible collections or additional bins).

- Improved accuracy through one central location for route lists rather than multiple paper copies in circulation. The routes can be updated easily in the back office which then immediately updates the in-cab device.
- Two-way communication between collection crews and the back office through system messaging and assigning tasks and jobs to vehicles without the need to make phone calls.
- Overall reduction in carbon emissions from reduced fuel consumption and improved service efficiencies. This contributes positively to the Council's climate change action plan and targets. Currently the Council's transport fleet produces over a third of the Council's carbon emissions.

3.2 In addition to the benefits outlined above the in-cab system would be integrated with existing route-optimisation software (provided by the same supplier) which would enable further properties to be added to existing rounds as they come on stream and for new rounds to be redesigned in the most efficient way possible in order to implement new ways of working. Accurate collection and routing information will enable the Council to consider comprehensive changes to collection arrangements to improve round efficiency and make more effective use of existing resources.

3.3 It is estimated that the implementation of in-cab technology would save the Council at least £20,000 in direct costs associated with fuel and overtime. This amount is likely to increase significantly given the resource pressures the service is under and officers believe that the proposed system will more than pay for itself. In addition to direct savings, the reductions in administration and duplication of processes will directly benefit a whole range of back-office functions significantly, freeing up time and resources.

4 Procurement and implementation

4.1 Officers aim to implement in-cab on waste collection vehicles by April 2022 following procurement of the system through an existing framework agreement.

5 Report Implications

5.1 Financial Implications

5.1.1 Prices correct at May 2021 based on 15 units

5.1.2 There is a cost to in-cab of £87,350 for the first year and £38,013 per year thereafter. This includes the 15 in-cab units, back-office web portals, database hosting, training and implementation support.

5.1.3 Start-up costs for the system would be met by earmarked reserves (£88,350 currently allocated against in-cab).

5.1.4 Officers have calculated that the ongoing annual costs of in-cab would be partially offset by service efficiency savings (through reductions in mileage and overtime). It is estimated that at least £20,000 would be saved as a direct result of implementing the proposed system in addition to significant savings in officer

time (in administration, supervision and in the Contact Centre). The remaining ongoing annual costs will be by savings in the costs associated with vehicle tracking. Therefore, there will be no additional revenue costs associated with the implementation of the In Cab system. The improvements to the trade waste service and cesspool service will yield additional savings.

- 5.1.5 In the medium term the in-cab system will also enable a move to zonal working which is expected to provide further savings on fuel and overtime. It is also expected that existing vehicle tracking costs will be reduced as it will no longer be required on the 15 vehicles covered by in-cab.
- 5.1.6 Should the in-cab system prove successful for waste vehicles there is potential to add on extra modules at a later date for grounds maintenance and street cleansing services.
- 5.1.7 Prior to the introduction of in-cab technology there is significant work to be completed on waste collection routes in order to realise the full benefit of route optimisation.

5.2 Risk Management Implications

- 5.2.1 A key benefit of the in-cab system is Health and Safety. The system requires daily vehicle checks to be undertaken before work can begin and enables vehicle defects to be reported quickly and easily. Route specific risks are highlighted to the crews as they complete their rounds enabling collection operations and vehicle movements to be adjusted accordingly. New risks can be added by drivers in real time and uploaded automatically to all users and temporary risks and restrictions can also be uploaded. Property specific risks can also be identified and logged.

5.3 Equality Implications

- 5.3.1 A full Equality Impact has been undertaken and while the new system will be applied equally and benefit refuse and recycling staff and users alike, the ability to better monitor, highlight and report assisted collections will enable us to better support residents with disabilities or mobility issues through assisted collections and targeted information for collection crews and back-office staff.

5.4 Environment and Sustainability Implications

- 5.4.1 Introducing in-cab technology will have a significant positive impact on the environment through reduction in fuel consumption. The Council's refuse and recycling fleet is responsible for a quarter of the Council's carbon emissions, so any improvements resulting from the implementation of in-cab technology will have significant environmental benefits and will play a key role in the Council's efforts to tackle climate change.

The Contact Officer for this report is Richard Dobbs (719440).

Agenda Item No 13

**Community and Environment
Board**

11 October 2021

**Report of the
Chief Executive**

Exclusion of the Public and Press

Recommendation to the Board

To consider whether, in accordance with Section 100A(4) 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 by Schedule 12A to the Act.

Agenda Item No

Extract from Community and Environment Board minutes – 26 July 2021

Paragraph 2 - Information which is likely to reveal the identity of an individual.

In relation to the item listed above members should only exclude the public if the public interest in doing so outweighs the public interest in disclosing the information, giving their reasons as to why that is the case.

The Contact Officer for this report is Amanda Tonks (719221)