

**To: The Chairman and Members of the
Community and Environment Board
(Councillors Phillips, Ferro, Freer, Humphreys,
Lewis, B Moss, M Moss, Payne and Wykes).**

For the information of other Members of the Council

For general enquiries please contact Jenny Price,
Democratic Services Officer, on 01827 719450 or
via e-mail jennyprice@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

21 May 2013

The Community and Environment Board will meet in The
Committee Room, The Council House, South Street,
Atherstone, Warwickshire on Tuesday 21 May 2013, at
6.30pm.

AGENDA

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

4 **Request for discussion of En Bloc items and approval of remaining En Bloc items.**

5 **Public Participation**

Up to twenty minutes will be set aside for members of the public to ask questions or to put their views to elected Members. Participants are restricted to five minutes each. If you wish to speak at the meeting please contact Jenny Price on 01827 719450 or email democraticservices@northwarks.gov.uk

6 **Minutes of the Meeting of the Board held on 18 March 2013** - copy herewith, to be approved as a correct record and signed by the Chairman.

PART A – ITEMS FOR DISCUSSION AND DECISION

7 **Membership of the BOB Hub and Recycling Task and Finish Groups**
Report of the Chief Executive

Summary

The purpose of this report is to consider membership of the BOB Hub and Recycling Task and Finish Groups for the ensuing year.

The Contact Officer for this report is David Harris (719222).

8 **Proposed Adoption of Open Space at Rowlands Way, Atherstone** – Report of the Assistant Director (Leisure and Community Development)

Summary

This report explains the background to the proposed development of open space at Rowlands Way in Atherstone and asks Members to approve a recommendation to Executive Board that the land be adopted by the Borough Council.

The Contact Officer for this report is Alethea Wilson (719212).

9 **Play Area Development Programme** - Report of the Assistant Director (Leisure and Community Development)

Summary

This report informs Members of proposals for the completion of the replacement and improvement of the Authority's built play facilities.

The Contact Officer for this report is Alethea Wilson (719212).

- 10 **Implementation of Green Space Management Plans** - Report of the Assistant Director (Leisure and Community Development)

Summary

This report informs Members of the outcome of the tender process in respect of proposed landscape works at Abbey Green Park in Polesworth and Long Street Recreation Ground in Dordon, to be carried out in accordance with the provisions of the approved Management Plans for the sites.

Members are also informed of action taken by the Chief Executive, using his urgent business powers, in respect of the award of contract.

The Contact Officer for this report is Alethea Wilson (719212).

- 11 **Leisure Facilities – 2013/14 Closures (Revised)** - Report of the Assistant Director (Leisure and Community Development)

Summary

This report proposes revisions to the schedule of 2013/14 leisure facility closures approved by the Board at its meeting held in October 2012.

The Contact Officer for this report is Peter Wheaton (719257).

- 12 **Recycling Banks at Arley Leisure Centre** – Report of the Assistant Director (Streetscape)

Summary

This report seeks Members' approval to permanently remove the recycling banks at Arley Leisure Centre in order to avoid the damage to the surface of the car park caused by the collection vehicles which service the banks.

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

- 13 **Kerbside Recycling Contract** – Report of the Assistant Director (Streetscape)

Summary

This report updates Members on the procurement of the new Kerbside Recycling Collection Service.

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

PART B – ITEMS FOR EN BLOC DECISIONS (YELLOW PAPERS)

- 14 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – March 2013** – Report of the Chief Executive and the Deputy Chief Executive.

Summary

This report informs Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Community and Environment Board for

The Contact Officer for this report is Robert Beggs (719238).

- 15 **Minutes of the BOB Hub Task and Finish Group meeting held on 14 March 2013 (copies herewith)** to be received and noted.

- 16 **Sports Club Development Officer – Project Completion** - Report of the Assistant Director (Leisure and Community Development)

Summary

The Sports Club Development Officer (SCDO) project was a three-year initiative funded by Sport England through its Community Investment Fund. Due to the success of the initiative and the availability of funding, the project was extended by nine months until March 2013. This report highlights the work undertaken by the SCDO and the value of the project to North Warwickshire.

The Contact Officer for this report is Jaki Douglas (719492).

PART C – EXEMPT INFORMATION (GOLD PAPERS)

- 17 **Exclusion of the Public and Press**

Recommendation:

That under 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.

- 18 **Kerbside Recycling Contract** – Report of the Assistant Director (Streetscape) – To follow.

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

JERRY HUTCHINSON
Chief Executive

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

18 March 2013

Present: Councillor Phillips in the Chair

Councillors Ferro, Freer, Humphreys, Lewis, B Moss, M Moss, Payne and Wykes.

Also in attendance were Councillors L and N Dirveiks, Forwood, Johnston, May and Pickard.

50 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

51 **Minutes of the Meeting of the Board held on 29 January 2013**

The minutes of the meeting held on 29 January 2013, copies having been previously circulated were approved as a correct record and signed by the Chairman.

52 **Presentation by Richard Dobbs – Assistant Director (Streetscape)**

Before the commencement of business the Assistant Director (Streetscape) gave a presentation on the new recycling service.

53 **Extension of the Partnership Agreement with Queen Elizabeth School and Sports College, Atherstone.**

The Board was informed of a proposal to extend the existing Partnership Agreement with Queen Elizabeth School and Sports College, Atherstone, to include management of indoor facilities and sports pitches for community use.

Resolved:

- a **That the extension of the existing Partnership Agreement with Queen Elizabeth School and Sports College, Atherstone, to include the management of indoor facilities and sports pitches for community use, be approved;**
- b **That the Assistant Director (Leisure and Community Development) be authorised to enter into the extended Partnership Agreement, as appended to the report; and**

- c That the schedule of fees and charges relating to community services to be provided on the School site in 2013/14, as appended to the report, be approved.**

54 Financial Assistance to Outside Organisations

The Assistant Director (Leisure and Community Development) detailed two requests for assistance through the provision of an annual grant; one from Warwickshire Community and Voluntary Action (WCAVA) for funding towards a single year extension to its three-year countywide agreement and the other from North Warwickshire Citizens Advice Bureau (NW CAB).

Resolved:

- a That the progress made by WCAVA in its delivery of Volunteer and Third Sector Support Services (VATS Services) in Warwickshire be noted and that funding support for a one year extension to the current countywide contract, as identified in the main body of the report of the Assistant Director (Leisure and Community Development), be approved; and**
- b That the draft 2013/14 Service Level Agreement be approved for further negotiation with NW CAB and that the proposed financial award for 2013/14 be approved and administered as indicated in the report, including the provision for the second instalment to be made subject to the prior agreement of the Chairman and Vice-Chairman of the Board.**

55 New Local Community Projects Fund

The Assistant Director (Leisure and Community Development) informed Members of a proposal to establish a new Local Community Projects Fund that will replace the current Area Forum Fund.

Resolved:

That the Area Forum Fund be replaced with the new Local Community Projects Fund in accordance with the provisions detailed in Section 4 and Appendix B of the report of the Assistant Director (Leisure and Community Development) with effect from April 2013.

56 North Warwickshire Green Space Strategy Progress Report

Members were informed of progress in respect of delivery against priorities set out in the North Warwickshire Green Space Strategy and were presented with the supporting Action Plan for Year 6 of the Strategy for approval.

Proposals for partnership working in respect of the ongoing management of Local Nature Reserves were presented for approval in principle.

Additionally, a proposal for the removal of play equipment at Warwick Drive in Atherstone was advanced for the Board's consideration.

Resolved:

- a That progress in respect of the implementation of the North Warwickshire Green Space Strategy Action Plan, be noted;**
- b That the activities proposed for future development within the Action Plan, be approved;**
- c That in principle the proposal to work with Warwickshire Wildlife Trust to establish an ongoing partnership for the management of Local Nature Reserves, be approved; and**
- d That the play equipment at Warwick Drive in Atherstone be removed and that local residents be consulted on proposals for the future use of the site as open space.**

57 Clinical Waste Collections

The Assistant Director (Streetscape) detailed changes within the National Health Service (NHS) which will have an impact on the Council's Clinical Waste Collection Service and the work being undertaken at district level to respond to those changes.

Resolved:

- a That the changes within the NHS and the potential financial and operational impacts, be noted;**
- b That the Assistant Director (Streetscape) be authorised to continue negotiations with pharmacies to reach an agreement for the disposal of medicinal syringes within the existing parameters; and**
- c That a further report be brought back to the Board once the final round of discussions with stakeholders is concluded.**

58 Development of a Food Bank and Retail Outlet for Recycled and Donated Furniture

The Assistant Director (Community Services) updated Members on progress on the development of a food bank to distribute emergency/excess food and a

retail outlet for selling recycled and donated furniture that was due to open April 2013.

Resolved:

That the progress made with regard to the development of the Foodbank and Recycled Furniture project, be noted.

59 Partnership and Development Section – Update on Key Projects

The Partnership and Development section of the Leisure and Community Development Division delivers a wide range of projects that help the Council to achieve its corporate objectives and to meet priorities identified within the Sustainable Community Strategy. The Assistant Director (Leisure and Community Development) informed Members of progress in respect of three key projects undertaken in pursuance of these objectives.

Resolved:

That the progress being made by the Partnership and Development section to positively contribute to the attainment of priorities identified in the Corporate Plan and the North Warwickshire Sustainable Community Strategy, be noted.

60 North Warwickshire LEADER Programme – Progress Report

The Assistant Director (Leisure and Community Development) provided the Board with background information on the North Warwickshire LEADER programme and updated Members on progress to date. The Board was also informed of the plans being developed to evaluate and celebrate the outcomes of the programme.

Resolved:

That the progress being made in respect of the successful delivery of the North Warwickshire LEADER programme and the preparations being made to draw the programme to a conclusion, be noted.

61 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2012

Members were informed of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Board for April to December 2012.

Resolved:

That the report be noted.

62 **Minutes of the BOB Hub Task and Finish Group meeting held on 10 January 2013**

The minutes of the BOB Hub Task and Finish Group meeting held on 10 January 2013 were received and noted.

H Phillips
Chairman

Agenda Item No 7

Community and Environment Board

21 May 2013

Report of the Chief Executive

Membership of the BOB Hub and Recycling Task and Finish Groups.

1 Summary

- 1.1 The purpose of this report is to consider membership of the BOB Hub and Recycling Task and Finish Groups for the ensuing year.

Recommendation to the Board

That for 2013/14 the membership of the BOB Hub Task and Finish Group comprise Councillors Lewis, Forwood, B Moss, Hayfield and Barber and the Recycling Task and Finish Group comprise Councillors Phillips, M Stanley, Sweet, Fowler and Humphreys.

2 Task and Finish Group Membership

- 2.1 The Board is invited to consider membership of the BOB Hub and Recycling Task and Finish Groups for the ensuing year.

3 Task and Finish Groups

- 3.1 The BOB Hub Task and Finish Group membership previously comprised Councillors Lewis, Forwood, B Moss, Hayfield and Barber. The Recycling Task and Finish Group previously comprised Councillors Phillips, M Stanley, Sweet, Fowler and Humphreys.
- 3.2 It is proposed that for 2013/14 membership of the BOB Hub Task and Finish Group and the Recycling Task and Finish Group remains the same.

4 Report Implications

- 4.1 There are no report implications.

The Contact Officer for this report is David Harris (719222).

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
None			

Agenda Item No 8

Community and Environment Board

21 May 2013

**Report of the
Assistant Director
(Leisure and Community Development)**

**Proposed Adoption of Open Space
at Rowlands Way, Atherstone**

1 Summary

- 1.1 This report explains the background to the proposed development of open space at Rowlands Way in Atherstone and asks Members to approve a recommendation to Executive Board that the land be adopted by the Borough Council.

Recommendation to the Board

That the Executive Board be recommended to approve the proposed adoption of open space at Rowlands Way in Atherstone, subject to the provision of an appropriate commuted sum in respect of the associated ongoing maintenance costs.

2 Consultation

- 2.1 The Chairman, Vice-Chairman and Opposition Spokesperson for the Community and Environment and Resources Boards and the Housing Sub-Committee, Members with responsibility for Health, Well-being and Leisure and appropriate Ward Members have all had the opportunity to comment on the content of this report. Any comments received will be reported verbally at the meeting.

3 Background

- 3.1 The Authority's Development Control service has been in discussion with Redrow Homes Midlands concerning a major planning application for a residential development of 88 dwellings, with associated areas of landscaping and open space, at Rowlands Way in Atherstone. The matter is due to be reported to the Planning and Development Board on 20 May 2013, when, subject to its approval, the development will become party to a Section 106 Agreement.
- 3.2 The proposed development includes the provision of a sustainable drainage system (SuDS), including a flood attenuation area within an open space adjacent to the Innage Brook on the eastern boundary of the site. The drainage system has been designed in accordance with an approved flood

... risk assessment and drainage strategy. A site plan showing the open space is attached at Appendix A.

- 3.3 The initial proposal was for the open space to be managed and maintained by a management company established by the developer. During the consultation process, however, it became apparent that Severn Trent Water Plc would not adopt the drainage infrastructure within the development unless the flood attenuation area (SuDS) was adopted by a local authority. This had the consequent effect that the Highways Authority (Warwickshire County Council) would not then adopt the roads within the development.
- 3.4 Severn Trent Water Plc states that its current approach to the ownership of SuDS, requiring developers to arrange for their adoption and maintenance by the local county or unitary authority, is in accordance with the Government's Response to the Pitt Review and Schedule 3 of the Floods and Water Management Act 2010. However, although under this legislation Warwickshire County Council would appear to be responsible for the adoption of SuDS, it is not currently committed to doing so and has declined to take this land. The developer, therefore, has requested the Borough Council to adopt the open space, which is a solution that would be acceptable to Severn Trent Water Plc.

4 Implications for North Warwickshire

- 4.1 The proposed development is significant for North Warwickshire as, in addition to building private houses, it provides 30% onsite affordable housing, a contribution of £523,000 for further offsite affordable housing and, of particular interest to this Board, £152,580 towards offsite green space improvements in Atherstone. It would also attract approximately £600,000 over six years in New Homes Bonus for the Borough Council.
- 4.2 Whilst it would be feasible for the development to go ahead with the drainage and highway infrastructure remaining in private ownership, it is preferable that they should be adopted by the appropriate authorities, as this would ensure their proper maintenance and avoid any doubt as to where maintenance liability rests. Public ownership of the infrastructure would also facilitate any potential development on adjoining land, particularly where access from the new road network may be required.
- 4.3 There are thus a number of material benefits to North Warwickshire, both current and potential, in resolving the issue of the adoption of the open space to assist the adoption of infrastructure by Severn Trent Water Plc and the Highways Authority. Whilst the Borough Council would not normally seek to take responsibility for new green space, it is proposed that in this instance the Authority should adopt the area of land in question.
- 4.4 Clearly, should the Borough Council adopt the open space it would be liable for the maintenance thereof in perpetuity, which would incur costs. As this would increase the pressure on revenue budgets, which are already subject to the need to identify a significant level of savings, it is felt that the adoption

should only go ahead if supported by an appropriate commuted sum from the developer. Officers have accordingly negotiated a further sum of £275,000 in addition to the figures set out in paragraph 4.1 above, based on a calculation of the estimated costs of maintenance over a 50 year period and assuming that the money would be invested in an interest bearing account.

4.5 Members should be aware that the adoption of SuDS on development sites is an emerging issue that is likely to re-occur in relation to future planning applications. Adoption in this instance, therefore, could set a precedent for similar requests in the future, although it does provide a model for discussion and negotiation with developers at an early stage in the planning process.

4.6 The Board, therefore, is asked to approve a recommendation to the Executive Board that the Borough Council should adopt the open space at Rowlands Way in Atherstone, subject to the provision of a satisfactory commuted sum in respect of ongoing maintenance costs.

5 Report Implications

5.1 Finance and Value for Money Implications

5.1.1 The estimated costs of maintenance of the open space are £7,017 per annum, which would need to be met from the revenue budget. The proposed commuted sum of £275,000 has been calculated as an appropriate contribution to be invested to enable the Authority to meet those costs, without adding to the pressure on its revenue budgets.

5.2 Safer Communities Implications

5.2.1 Well managed public open space offers opportunities for positive activities that can help to combat criminal and/or anti-social behaviour.

5.2.2 The proposed flood attenuation area will also help to reduce any risk from potential flooding to properties within the open space area in Rowlands Way, Atherstone.

5.3 Legal and Human Rights Implications

5.3.1 The proposed adoption of the land in question would be subject to a formal Section 106 Agreement.

5.3.2 In adopting the land the Borough Council would become liable for all aspects of its future management and maintenance, including compliance with all relevant legislation.

5.4 Environment and Sustainability Implications

5.4.1 There are direct environmental and sustainability benefits arising from the development of the proposed open space at Rowlands Way, Atherstone, as its primary purpose is to provide a flood attenuation area as part of a

sustainable drainage system. Additionally the site would be maintained as accessible natural green space for the benefit of both local people and wildlife, of which there is an undersupply in the Atherstone and Mancetter area (PPG17 Open Spaces, Sports and Recreation Study).

5.5 Health, Well-being and Leisure Implications

5.5.1 Appropriately designed and located open space provides opportunities for physical and social activity in an outdoor environment, thus contributing directly to the health and well-being of local communities.

5.6 Risk Management Implications

5.6.1 A risk assessment for the adoption of the open space is attached below.

5.7 Equalities Implications

5.7.1 Management of the open space would be compliant with the provisions of the Equality Act 2010. The proposed development highlighted in the report would provide additional opportunities for affordable housing, which potentially makes a positive contribution towards young people, in particular, accessing housing.

5.8 Links to Council's Priorities

5.8.1 The provision of good quality open space, with appropriate funding for future maintenance, contributes directly to the corporate priorities in respect of:

- Public services and council tax
- Environment
- Crime and disorder
- Access to services
- Health and well-being

and, in this instance,

- Housing

5.8.2 Additionally, the provision of good quality open space contributes directly to the priorities of the North Warwickshire Sustainable Community Strategy to:

- Develop healthier communities
- Improve access to services

5.8.3 The adoption of this particular open space will also contribute directly to the delivery of the key area priority set out in the North Warwickshire Green Space Strategy to develop land in Atherstone for management as accessible natural green space.

The Contact Officer for this report is Alethea Wilson (719212).

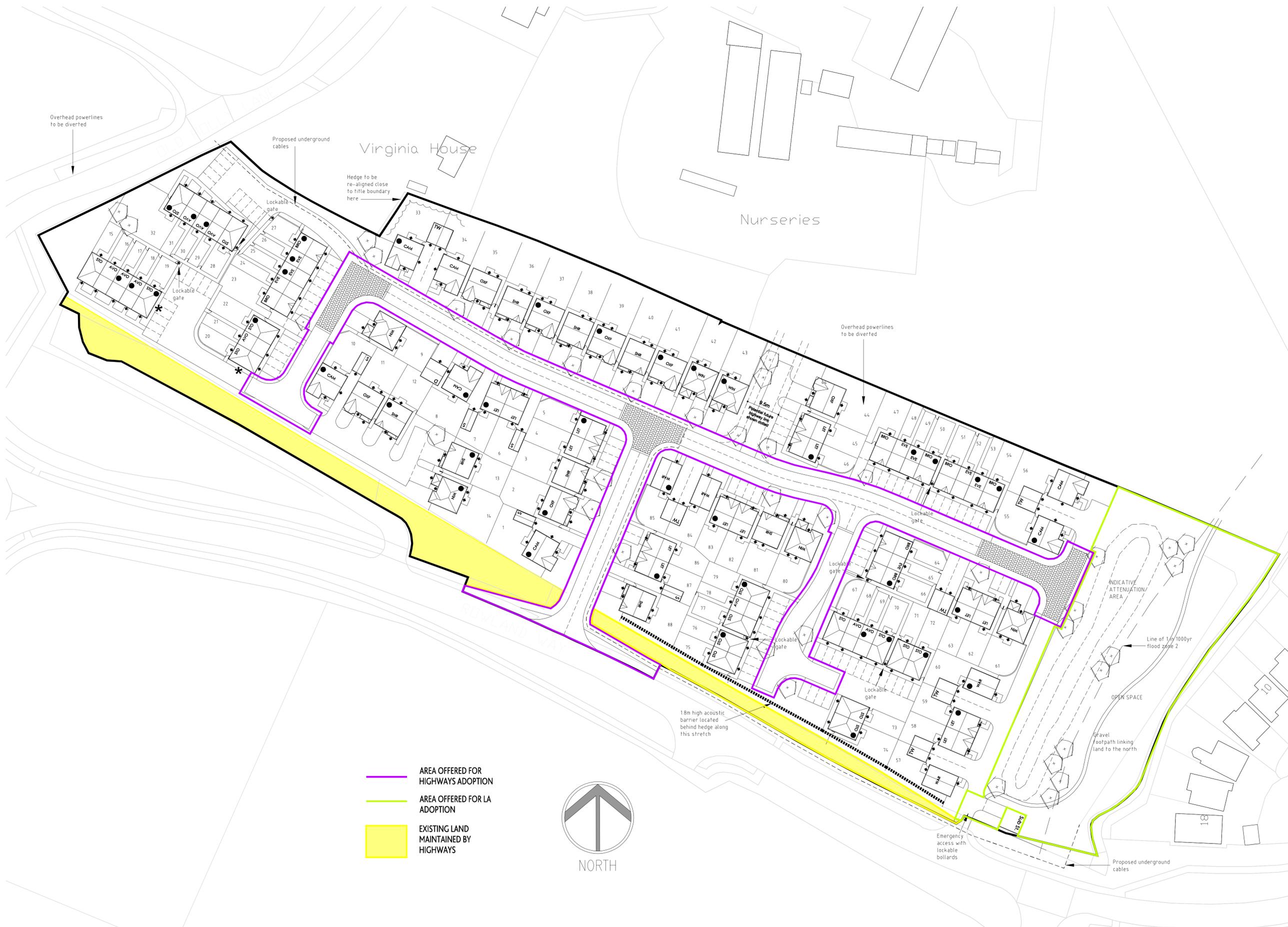
Background Papers

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	Head of Development Control	Report to Planning and Development Board	May 2013

Risk Management Form

Service: Landscape Management			Corporate Objectives: 1 / 3 / 5 / 6 / 7 / 8 / 10					Priority: Low		
Ref	Risk: Title/Description	Consequence	Likelihood (5 = high 1 = low)	Impact (5 = high 1 = low)	Gross Risk Rating	Responsible Officer	Proposed Control Procedures	Likelihood (5 = high 1 = low)	Impact (5 = high 1 = low)	Net Risk Rating
	Absence of Controls for the Adoption of Areas of Public Open Space by the Council	Avoidable costs Injury to public / staff Insurance claims Court action Loss of reputation Customer dissatisfaction Poor performance reports	5	4	20	Landscape Manager	North Warwickshire Green Space Strategy, informed by Open Spaces, Sports and Recreation Study, in place, setting out key priorities to guide the decision process. Establish protocols between Divisions to ensure compliance with the OSSR Study and the GSS in the Planning process and in any proposals for adoption. Presumption against adoption of additional green space unless this would contribute to delivery against specific corporate objectives. Where land is proposed for adoption, early negotiation with the developer during the planning process to ensure that an appropriate commuted sum is secured to meet ongoing maintenance costs. Prepared maintenance schedules to be embedded in the annual grounds maintenance programme	2	2	4
Options for additional / replacement control procedure							Cost resources	Likelihood (5 = high 1 = low)	Impact (5 = high 1 = low)	Net Risk Rating
Completed by: Alethea Wilson								Date: 24 April 2013		



B	19.04.13	Open space indicated as offered for LA adoption.	DS
A	07.09.12	Turning head adjusted adjacent plot 67 to accord with latest site plan.	DS
Revision	Date	Amendment	Initial

Development	OLD HOLLY LANE
Location	ATHERSTONE
Marketing Name	
Drawing Title	MANAGEMENT AREAS PLAN
Drawing Number	0000/08/02/051
Revision	B Scale @ A1 1:500 @A1
Drawn By	DS Date Started MAR 2012
Checked by	Date


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OLD HOLLY LANE, ATHERSTONE

Agenda Item No 9

Community and Environment Board

21 May 2013

**Report of the
Assistant Director
(Leisure and Community Development)**

**Play Area Development
Programme**

1 Summary

- 1.1 This report informs Members of proposals for the completion of the replacement and improvement of the Authority's built play facilities.

Recommendation to the Board

That the proposals for the delivery of the third phase of the Play Area Development Programme, as set out in the report, be approved.

2 Consultation

- 2.1 The Chairman, Vice-Chairman and Opposition Spokesperson for the Community and Environment and Resources Boards and the Safer Communities Sub-Committee, Members with responsibility for Health, Well-being and Leisure and Young People, together with appropriate Ward Members, have all had the opportunity to comment on the content of this report. Any comments received will be reported verbally at the meeting.

3 Introduction

- 3.1 Progress in respect of delivery of the Play Area Development Programme was last reported to the Board, within the Green Space Strategy Progress Report, at its meeting held in March 2013 and prior to that at its meeting in March 2012.
- 3.2 Consequent to the report to the Board in March 2013, Members will be aware that on completion of the second phase of the Play Area Development Programme, in summer 2012, the following five facilities remained to be renewed or improved:

- Atherstone Warwick Drive
- Atherstone Minions Close
- Coleshill Brendan Close
- Dordon Long Street
- Grendon Boot Hill

3.3 Members will also be aware that of these sites the equipment at Warwick Drive, Atherstone, is scheduled to be removed and provision has been made for the replacement of that at Long Street Recreation Ground, Dordon, as part of the wider Management Plan for the site.

3.4 At its meeting held in February 2013 Full Council agreed an allocation of £120,000 from the capital programme for the completion of the Play Area Development Programme through the refurbishment or replacement, as appropriate, of the three remaining facilities. This report sets out proposals for the use of that funding.

4 **Play Area Development Programme – Proposed Phase 3**

4.1 Experience gained during the implementation of the first two phases of the Development Programme has shown that working with one play company through a single contract to deliver a number of schemes to an agreed overall budget is the most effective way to achieve the required improvements in provision. It is, therefore, proposed to follow this model for the third phase.

4.2 Procurement of play company services through an advertising and tendering process can be both lengthy and time consuming. Delivery of phase 2 of the Programme was effected through a mini-tender under Braintree District Council's Framework Agreement for the design, supply and installation of play equipment. As this proved to be an efficient method of procurement it is proposed to use a similar framework again.

... 4.3 The draft Project Plan set out in Appendix A shows an anticipated timescale for delivery of this phase of the Development Programme. From this it can be seen that it is proposed to commence the tendering process in late summer / early autumn this year, which would allow for the award of contract by November 2013. A period of consultation and design would then take place between November 2013 and February 2014, with the necessary orders being placed by the end of the financial year and installations being carried out in spring / summer 2014. It is felt that this is a realistic schedule, taking into account capacity within both the Landscape Management and the Partnership and Development Sections and the need to consider seasonality and the pattern of school holidays.

... 4.4 A draft working budget is set out in Appendix B, in which it is suggested that the capital sum of £120,000 should be supplemented with £15,000 from the 2014/2015 play areas revenue budget, subject to confirmation of the availability of that budget at the time. The revenue funding would be put towards the removal of redundant equipment and / or other ancillary works, thereby enabling as much as possible of the capital money to be invested in the new equipment. Whilst the figures in Appendix B notionally suggest an equal allocation of funding to each of the sites, in practice it is expected that there would be fluidity between projects, thus ensuring optimum use of the funding.

- 4.5 At the inception of the Play Area Development Programme, in 2005/06, the principle was established that the capital investment should be supported by an increase in annual revenue provision of £2,500 per play area to fund ongoing maintenance. Given the known financial constraints on the Authority and the fact that in consequence, as Members will be aware, a saving has been approved from the play area revenue budget, it is acknowledged that any growth in this respect is not now possible and that maintenance costs will have to be met from the existing budget.
- 4.6 Similarly, Members also approved that there should be an allocation of £3,000 per play area per annum into a Play Area Replacement Fund for the renewal of the facilities after their expected 15 year lifespan. This is now integral to the capital programme and the appropriate allocations are being made annually in respect of the 15 play facilities renewed to date. The use of borrowing for future replacement of the additionally renewed play areas will be considered when appropriate, subject to the Council's overall financial position.
- 4.7 The Board is asked to approve the proposals for implementation of phase 3 of the Play Area Development Programme. The action plan for the full Programme is attached at Appendix C in order to provide Members with the context for this phase of work.
- ...

5 Report Implications

5.1 Finance and Value for Money Implications

- 5.1.1 £120,000 for play area improvements at Atherstone Minions Close, Coleshill Brendan Close and Grendon Boot Hill has already been allocated in the capital programme. It is proposed that £15,000 will be used to support the projects from within the 2014/15 play area revenue budget, subject to future confirmation of the availability of this budget.
- 5.1.2 Ongoing maintenance costs will be met from the existing play area revenue budget. The use of borrowing for future replacement of the play areas will be considered when appropriate, subject to the Council's overall financial position.

5.2 Safer Communities Implications

- 5.2.1 Appropriately designed and located play facilities for children and young people provide constructive alternatives to anti-social and/or criminal behaviour. Improving the quality and accessibility of play areas also helps to reduce the likelihood of disorder within the community.

5.3 Legal and Human Rights Implications

- 5.3.1 Newly installed play areas comply with the requirements of all appropriate legislation and with recommended European safety standards.

5.4 Environment and Sustainability Implications

5.4.1 The provision of opportunities for constructive activity within communities enhances local cohesion, social inclusion and individual and collective quality of life. It has a positive impact on the creation of sustainable communities, within which people feel safe, healthy and valued.

5.5 **Health, Well-being and Leisure Implications**

5.5.1 Appropriately designed and located play facilities for children and young people provide them and their families with opportunities for physical and social activity in an outdoor environment, thus contributing directly to their health and well-being.

5.6 **Risk Management Implications**

5.6.1 The risk management implications of the Play Area Development Programme have been addressed in previous reports to Board and are regularly reviewed through the corporate risk management process.

5.7 **Equalities Implications**

5.7.1 The equalities implications of the Play Area Development Programme have been addressed in previous reports to Board.

5.8 **Links to Council's Priorities**

5.8.1 The delivery of the Play Area Development Programme contributes directly to the corporate priorities in respect of:

- Public services and council tax
- Environment
- Crime and disorder
- Access to services
- Consultation and communication
- Health and well-being

5.8.2 Additionally, the implementation of the Play Area Development Programme contributes directly to the priorities of the North Warwickshire Sustainable Community Strategy to:

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

5.8.3 The Play Area Development Programme also directly delivers against related priorities set out in the North Warwickshire Green Space Strategy and the North Warwickshire Play Strategy.

The Contact Officer for this report is Alethea Wilson (719212).

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 (Play Provision in North Warwickshire)	March 2012
2	Assistant Director (Leisure and Community Development)	Report to Community and Environment Board (North Warwickshire Green Space Strategy Progress Report)	March 2013

**Appendix A: Play Area Development Programme Phase 3
Draft Project Plan**

Activity	Lead	Target Completion Date	Progress
Report to Community and Environment Board to seek formal endorsement for the project	AD(L&CD)	May 2013	Complete
Tender preparation	LM	Aug - Sep 2013	
Tender period	LM	October 2013	
Award of contract	LM	November 2013	
First consultation event with children, young people and families about the activities they enjoy	LM/PDM	November 2013	
Sketch design stage	PC/LM	Nov-Dec 2013	
Second consultation event for children, young people and families to chose a scheme	LM/PDM	January 2014	
Community and play safety consultations on preferred design	LM	Jan - Feb 2014	
Placement of order for works	LM	February 2014	
Confirmation of final design for residents	LM/PDM	March 2014	
Installation	PC/LM	April - June 2014	
Opening celebrations	LM/PDM	June 2014	
Post-project evaluation	LM/PDM	Sep - Oct 2014	
Report to Community and Environment Board to feedback on project completion	AD(L&CD)	October 2014	
AD(L&CD) - Assistant Director Leisure and Community Development		LM - Landscape Manager	
PDM - Partnership and Development Manager		PC - Play Company	

**Appendix B: Play Area Development Programme Phase 3
Draft Budget**

Location	Site	Provision	Estimated Cost	Revenue	Capital
Atherstone	Minions Close	Toddler / junior	45000.00	5000.00	40000.00
Coleshill	Brendan Close	Toddler / junior	45000.00	5000.00	40000.00
Grendon	Boot Hill	Toddler / junior	45000.00	5000.00	40000.00
			135000.00	15000.00	120000.00

Lead Officer: Simon Powell

Objective	Action	Timescale	Resource	Responsible Officer	Progress
DELIVERY AGAINST THE STRATEGIC PRIORITIES OF THE NORTH WARWICKSHIRE GREEN SPACE STRATEGY					
In accordance with key priority SP013 of the North Warwickshire Green Space Strategy ensure all Borough Council play facilities offer good play value, meet current safety standards, are accessible, are secured by design and support the objectives of the North Warwickshire Play Strategy	Develop a Play Area Business Plan to determine the action to be taken at those Borough Council play areas still awaiting improvement	March 2012	Staff time	LM	Project plan prepared for the implementation of Phase 3 of the Play Area Development Programme
	Establish a play area replacement fund to replace equipment at Borough Council sites in the long-term	On-going	Revenue budget - £3000 per play area per annum	LM / AD(L&CD)	Fund established – provision being made in respect of all Borough Council projects completed to date
	Ensure all Borough Council play areas are subject to routine inspection and maintenance and to annual independent inspections	On-going	Staff time, revenue budget	LM	Staff training and inspection and maintenance schedules in place Annual independent inspections completed June 2012 Inspection and maintenance system to be reviewed to ensure robustness.

Lead Officer: Simon Powell

Objective	Action	Timescale	Resource	Responsible Officer	Progress
DELIVERY AGAINST THE STRATEGIC PRIORITIES OF THE NORTH WARWICKSHIRE GREEN SPACE STRATEGY <i>continued.....</i>					
In accordance with key priority SP014 of the North Warwickshire Green Space Strategy support the development of a strategic network of play facilities across the Borough and assist other providers to deliver improvements through partnership working	Where appropriate include other providers' sites in the Play Area Development Programme	Ongoing	Staff time External funding Revenue budget	LM	Parish Council sites at Hartshill, Baddesley Ensor, Kingsbury and Fillongley improved through the programme. Project at Alvecote in progress.
	Facilitate events for other providers to raise awareness of current thinking on the provision of outdoor play opportunities	Ongoing	Staff time Revenue funding	PDM / LM	Events held in March and November 2010 and September 2011.
	Develop and implement a more supportive play area inspection service for parish councils	April 2012	Staff time Revenue income	LM	Proposals approved by C. & E. Board October 2011. 12 parish councils now signed up to the new service.

Lead Officer: Simon Powell

Objective	Action	Timescale	Resource	Responsible Officer	Progress
PHASE 1 SCHEMES					All Complete
Piccadilly Recreation Ground	Provision of replacement junior / toddler facilities & new teen facilities				
Coleshill Cole End Park / Coleshill Memorial Park	Provision of replacement junior / toddler facilities / teen kickabout				
Austrey Hollybank	Provision of replacement junior / toddler facilities				
Polesworth Abbey Green Park	Provision of replacement junior / toddler facilities & new teen facilities				
Ansley Common Bretts Hall Phase 1	Provision of new teen facilities				
Corley Church Lane	Provision of extra equipment to increase play value for juniors / toddlers				
Hurley Brick Kiln Lane	Provision of replacement junior / toddler facilities & new teen facilities				
Wood End Johnson Street	Provision of replacement junior / toddler facilities & new teen facilities				
Water Orton George Road	Provision of fencing and extension to hard surface				
Hartshill Snowhill Recreation Ground (Parish Council)	Provision of junior / toddler & teen facilities				
Hartshill Grange Road Recreation Ground and Moorwood Estate	Removal of existing equipment				
Mancetter Recreation Ground	Provision of replacement junior / toddler facilities & new teen facilities				
Dordon Kitwood Avenue Recreation Ground	Provision of additional junior / toddler facilities				
Atherstone Royal Meadow Drive	Provision of family play facility				
Atherstone St George's Road	Removal of inappropriately sited play facility				

Lead Officer: Simon Powell

Objective	Action	Timescale	Resource	Responsible Officer	Progress
PHASE 2 SCHEMES					All complete
Kingsbury Church Lane Recreation Ground (Parish Council) Provision of junior /toddler facilities					
Ridge Lane Recreation Ground Provision of junior /toddler facilities					
Baddesley Ensor Recreation Ground (Parish Council)					
Old Arley Recreation Ground Provision of replacement junior / toddler facilities & new teen facilities					
Kingsbury Sycamore Road Recreation Ground Provision of replacement junior / toddler facilities & new teen facility					
Fillongley Church Lane Recreation Ground (Parish Council) Provision of junior /toddler facilities					
Polesworth Sunset Close Removal of redundant equipment and reinstatement of open space					
Baxterley Recreation Ground Provision of replacement junior / toddler facilities & new teen facilities					
PHASE 3 SCHEMES					
Dordon Long Street Recreation Ground					
Renewal of junior / toddler facilities and provision of teen facilities	Improvements being taken forward in the context of the overall site development and management plan	Summer 2013	Staff time / consultancy S106 funding Revenue funding	LM	Consultation complete, specification prepared. Contract tendered. Installation spring / summer 2013.

Lead Officer: Simon Powell

Objective	Action	Timescale	Resource	Responsible Officer	Progress
Atherstone Minions Close					
Provision of replacement junior / toddler facilities	First consultation with young people and local residents	November 2013	Staff time	LM / PDM	
	Initial designs	December 2013	Staff time	LM / Play company	
	Second consultation with young people and local residents	January 2014	Staff time	LM / PDM	
	Play safety consultation	February 2014	Staff time / consultancy support	LM	
	Placement of order for the works	February 2014	Staff time	LM	
	Confirmation of layout with residents	March 2014	Staff time	LM	
	Installation on site	Apr – Jun 2014	Capital funding Revenue funding	Play company	
	Opening celebration	June 2014	Staff time	PDM / LM	
Atherstone Warwick Drive					
Removal of redundant equipment and restoration to open space	Commission works	Summer 2013	Staff time Revenue	LM	
	Notification to local community	Summer 2013	Staff time	LM	

Lead Officer: Simon Powell

Objective	Action	Timescale	Resource	Responsible Officer	Progress
Coleshill Brendan Close					
Provision of replacement junior / toddler facilities	First consultation with young people and local residents	November 2013	Staff time	LM / PDM	
	Initial designs	December 2013	Staff time	LM / Play company	
	Second consultation with young people and local residents	January 2014	Staff time	LM / PDM	
	Play safety consultation	February 2014	Staff time / consultancy support	LM	
	Placement of order for the works	February 2014	Staff time	LM	
	Confirmation of layout with residents	March 2014	Staff time	LM	
	Installation on site	Apr – Jun 2014	Capital funding Revenue funding	Play company	
	Opening celebration	June 2014	Staff time	PDM / LM	

Lead Officer: Simon Powell

Objective	Action	Timescale	Resource	Responsible Officer	Progress
Grendon Boot Hill					
Provision of replacement junior / toddler facilities	First consultation with young people and local residents	November 2013	Staff time	LM / PDM	
	Initial designs	December 2013	Staff time	LM / Play company	
	Second consultation with young people and local residents	January 2014	Staff time	LM / PDM	
	Play safety consultation	February 2014	Staff time / consultancy support	LM	
	Placement of order for the works	February 2014	Staff time	LM	
	Confirmation of layout with residents	March 2014	Staff time	LM	
	Installation on site	Apr – Jun 2014	Capital funding Revenue funding	Play company	
	Opening celebration	June 2014	Staff time	PDM / LM	
Alvecote Recreation Area (Parish Council)					
Renewal of junior / toddler facilities	Improvements being taken forward in the context of an overall site development and management plan	Summer 2013	Staff time / Consultancy support	LM	Initial consultations complete, detailed design in progress

Lead Officer: Simon Powell

Objective	Action	Timescale	Resource	Responsible Officer	Progress
Ansley Common Bretts Hall Phase 2					
Provision of further play facilities in conjunction with improvements to the recreation ground and adjacent allotment site	Improvements being taken forward in the context of an overall site development and management plan	March 2014	Staff time / consultancy support	LM	CCTV camera installed. General site improvements to be carried prior to consideration being given to any further play provision
PROJECT MANAGEMENT					
Ensure effective delivery of and accountability for the Play Area Development Programme	Carry out post project evaluation of the delivery of Play Area Development Programme Phase 1 Schemes	April 2010	Staff time	AD (L&CD) / LM / PDM	Complete
	Carry out post project evaluation of the delivery of Play Area Development Programme Phase 2 Schemes	Summer 2013	Staff time	AD (L&CD) / LM / PDM	
	Carry out post project evaluation of the delivery of Play Area Development Programme Phase 3 Schemes	Autumn 2014	Staff time	AD (L&CD) / LM / PDM	
	Monitor revenue budget	On-going	Staff time	LM	Monthly finance reports in place
	Monitor capital budget	On-going	Staff time	LM	Monthly finance reports in place

Lead Officer: Simon Powell

Objective	Action	Timescale	Resource	Responsible Officer	Progress
	Report to Members	Ongoing	Staff time	AD(L&CD) / LM	Report to be presented to C. & E. Board in May 2013

AD (L&CD) – Assistant Director (Leisure & Community Development Division) LM – Landscape Manager PDM – Partnership & Development Manager

Agenda Item No 10

Community and Environment Board

21 May 2013

**Report of the
Assistant Director
(Leisure and Community Development)**

**Implementation of Green Space
Management Plans**

1 Summary

- 1.1 This report informs Members of the outcome of the tender process in respect of proposed landscape works at Abbey Green Park in Polesworth and Long Street Recreation Ground in Dordon, to be carried out in accordance with the provisions of the approved Management Plans for the sites.
- 1.2 Members are also informed of action taken by the Chief Executive, using his urgent business powers, in respect of the award of contract.

Recommendation to the Board

That the Board notes and comments upon the action taken to advance implementation of the approved Management Plans at Abbey Green Park in Polesworth and Long Street Recreation Ground in Dordon.

2 Consultation

- 2.1 The Chairman, Vice-Chairman and Opposition Spokesperson for the Community and Environment and Resources Boards and the Safer Communities Sub-committee, Members with responsibility for Young People and Health, Well-being and Leisure, together with appropriate Ward Members, have all had the opportunity to comment on the content of this report. Any comments received will be reported verbally at the meeting.

3 Introduction

- 3.1 Progress in respect of the preparation of Green Space Management Plans was previously reported to the Board at its meeting held in October 2012, at which time Members approved the proposal to proceed to tender for implementation of the projects at Abbey Green Park in Polesworth and Long Street Recreation Ground in Dordon.
- 3.2 This report advises Members of the outcome of the tender process and subsequent action that has been taken in respect of the award of the contract.

4 Tender Outcome

- 4.1 The tenders for the Dordon and Polesworth Landscape Works Contract were opened on 2 April 2013. The outcome, with and without provisional items, is shown in Tables 1 and 2 below.

Table 1: Full Tenders				
	Tender A	Tender B	Tender C	Tender D
Tender sum	631,983.00	522,616.00	588,055.61	602,143.55
Contingency @ 5%	31,599.15	26,130.80	29,402.78	30,107.18
Total	663,582.15	548,746.80	617,458.39	632,250.73

Table 2: Tenders without Provisional Items				
	Tender A	Tender B	Tender C	Tender D
Tender sum less provisional items	500,055.00	412,809.60	471,396.79	506,176.69
Contingency @ 5%	25,002.75	20,640.48	23,569.84	25,308.83
Total	525,057.75	433,450.08	494,966.63	531,485.52

- 4.2 The provisional items that have been removed at Table 2 are the installation of a multi-use games area at Long Street Recreation Ground in Dordon (£30,024.45) and additional skate facilities at Abbey Green Park in Polesworth (£79,781.95). It should be noted, however, that the tender figures do not include the cost of channel clearance and restoration at Abbey Green Park. A previous tendering exercise for this item attracted only one return that was not taken forward as it was considerably more than the original estimate and could not be evaluated in comparison to any other quotation.

5 Budget, Potential Use of Reserves and Savings on the Tender Sum

- 5.1 The currently agreed budget provision for the contract is set out in Table 3, from which it can be seen that there is a shortfall of over £52,000, even after the removal of the provisional items and without the additional cost of channel clearance and restoration.

Table 3: Agreed Budget	
Source of Funding	Amount
Birch Coppice S106 Funding Abbey Green Park	183,900.00
Birch Coppice S106 Funding Long Street Recreation Ground	170,390.00
Local Nature Reserves Project Abbey Green Park	10,000.00
Grounds Maintenance and Green Space Strategy Reserve Abbey Green Park	15,000.00
Contribution from Sale of Kiln Way Informal Open Space in Polesworth	2,000.00
Total Budget	381,290.00
Lowest Tender Sum (less provisional items)	412,809.60
Contingency at 5% of tender sum	20,640.48
Shortfall	52,160.08

- 5.2 In order to address this shortfall Officers have considered whether there may be any potential additional funding that could be allocated to the projects.

Sums that have been identified in reserves and in the revenue budget are set out in Table 4. In addition, the lowest tenderer was asked to consider whether any savings could be made through a “value engineering” exercise, subsequent to which a potential saving of £10,482.39, by sourcing an alternative make of play safety surfacing to that originally specified, has been put forward.

Table 4: Potential Additional Funding		
Source of Funding	Amount	Comments
Play Areas Revenue Budget 2012/13 Underspend	36,180.00	Budget provision to support Play Area maintenance
Play Areas Revenue Budget 2013/14	15,000.00	Budget provision to support Play Area maintenance – spending need not anticipated in 2013/14
Grounds Maintenance and Green Space Strategy Reserve		
Preparation of Management Plans for Cole End Park, Bretts Hall Recreation Ground, Kitwood Avenue Recreation Ground	5,000.00	Remainder of original reserve of £13230 for consultancy support to prepare management plans. Outline proposals completed – schemes to be taken forward in-house
Improvements at Piccadilly Sports Field	9,000.00	Improvements to the sports field now being funded from Birch Coppice S106 Agreement – provisional allocation £20000, of which £10825 has now been committed
Green Space Improvements	16,000.00	Remainder of original reserve of £24000 for green space improvements, currently not allocated to specific projects
Potential Additional Funding	81,180.00	

5.3 Following the pre-qualification assessment prior to the tender process Officers felt that the company that subsequently submitted the lowest tender would have the necessary experience and capacity to also carry out the channel clearance and restoration works at Abbey Green Park. The company, therefore, was asked to submit a price, rather than the Authority separately re-tendering for this element of the work. It was hoped that this approach would realise economies of scale and facilitate more straightforward project management. However, the submitted price of £80,450 was again well in excess of the original estimate for the works.

5.4 The effect of the proposed additional funding and the suggested savings on the overall financial position is shown in Table 5. As can be seen, this still leaves a shortfall in the order of £44,446. An adjustment to the specification for the channel clearance and restoration (the omission of ground protection measures) was suggested, which would reduce the cost by £30,000 to £50,450

and would allow the revised tendered sums to be met, whilst leaving a reduced sum available for contingencies.

Table 5: Financial Position After Proposed Adjustments	
Agreed Budget	381,290.00
Potential Additional Funding	81,180.00
Total	462,470.00
Revised Lowest Tender Sum (after savings)	402,327.21
Additional Sum for Channel Clearance and Restoration	80,450.00
Contingency at 5% of Tender and Additional Sums	24,138.86
Total	506,916.07
Shortfall	44,446.07
Suggested Saving on Ground Protection	-30,000.00
Shortfall (= Reduction on Contingency)	14,446.07

6. Risk Management

6.1 A number of risks were identified in respect of this approach, as follows:

- i. The proposed budget figures make insufficient provision for a contingency sum, which would normally be 5% of the contract price, in this case around £24,000. On a contract of this size and nature there is a risk that there will be a need for contingency funding, which may thus require a future supplementary estimate.
- ii. The use of £15,000 allocated to professional fees in the 2013/14 play areas revenue budget will leave no funding available to address any unexpected works during the year. This has been assessed to be a low risk as this element of the budget has hitherto customarily been used to support the implementation of capital projects to renew play areas, of which that at Dordon, included in this contract, is the only one scheduled this year. The larger allocation in the budget for routine maintenance and repairs, carried out by the Grounds Maintenance DSO, will be unaffected.
- iii. The omission of ground protection during the channel clearance and restoration works at Abbey Green Park has been assessed to be a significant risk as the damage and disruption to the Park during the course of the works could give rise to local adverse publicity, particularly if the ground is wet. Management Team, therefore, is of the view that the sum of £30,000 for ground protection measures should be retained in the project budget and resourced from the earmarked reserve held for one-off projects.

7 Project Implementation

- 7.1 The omission of the provisional items, which are “stand alone” facilities, whilst disappointing, will not be detrimental to the implementation of the projects overall. However, any further reduction of the content of the schemes is not feasible and the omission of channel clearance and restoration work at Abbey Green Park is untenable. It was, therefore, felt that the additional funding should be made available to allow the main contract to be awarded to the lowest tenderer, Jack Moody Ltd. The provisional items will be omitted.
- 7.2 It was further decided that the channel clearance and restoration works, including ground protection measures, should be commissioned from the same contractor under exemption 6g of Contract Standing Orders, which states that this is acceptable when “the works to be done or the goods to be supplied constitute a valid extension to an existing contract and it is in the Council’s best interest to negotiate with the existing contractor/supplier”.
- 7.3 It was felt that this was the best way forward to deliver significant improvements to recreation facilities in the communities of Dordon and Polesworth, which the Authority would otherwise be unable to achieve.
- 7.4 In order to meet both external funding deadlines and seasonal constraints the works needed to be progressed without further delay. The Chief Executive, in consultation with the Leader of the Council and the Leader of the Opposition Group, using his urgent business powers has, therefore, agreed to this course of action and the matter is reported here for information and comment.

8 Report Implications

8.1 Finance and Value for Money Implications

- 8.1.1 The financial implications in respect of letting the contract for the approved Dordon and Polesworth Landscape Works are set out in full in the main body of the report.
- 8.1.2 In summary, the cost of the projects is £506,916.07, against which agreed funding of £381,290 has been earmarked in existing capital budgets and reserves. A further £81,180.00 has been identified in reserves and revenue budgets and £30,000 is to be found from earmarked reserves for one-off projects. This leaves a shortfall of £14,446, effectively reducing the available contingency sum from 5% to 2% of the project cost. Should additional contingency funding be required this would be the subject of a further supplementary estimate.

8.2 Safer Communities Implications

- 8.2.1 Projects advanced through the Green Space Strategy contribute to community safety by providing well-managed recreation areas that afford opportunities for positive activity.

8.3 Legal and Human Rights Implications

8.3.1 Projects advanced through the Green Space Strategy are compliant with all relevant legislation.

8.4 Environment and Sustainability Implications

8.4.1 Delivery of priorities identified in the Green Space Strategy contributes directly to environmental improvements, enhancement of biodiversity and mitigation of the effects of climate change. It also helps to build sustainable communities.

8.5 Health, Well-being and Leisure Implications

8.5.1 Delivery of projects identified in the Green Space Strategy has a positive impact on the health and well-being of individuals and communities by providing opportunities for formal and informal outdoor recreation and by contributing to an improved quality of life.

8.6 Risk Management Implications

8.6.1 A risk assessment in respect of the awarding and management of the contract for the landscape works at the two sites is attached below.

8.7 Equalities Implications

8.7.1 The provisions of the Green Space Strategy are targeted at reducing inequalities in access to good quality green space provision. It is, therefore, intrinsic to the design briefs for the sites that they should be as inclusive and accessible as is reasonably practicable.

8.8 Links to Council's Priorities

8.8.1 Delivery of the projects at Polesworth and Dordon will have direct and positive links to the corporate priorities in respect of:

- Public services
- Environment
- Crime and disorder
- Countryside and heritage
- Access to services
- Consultation and communication
- Health and well-being

8.8.2 Delivery of the projects will also contribute directly to the following priorities of the Sustainable Community Strategy:

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

8.8.3 The implementation of Management Plans at Abbey Green Park in Polesworth and Long Street Recreation Ground in Dordon directly delivers against priorities set out in the North Warwickshire Green Space Strategy and contributes to the delivery of priorities identified in the North Warwickshire Playing Pitch Strategy and the North Warwickshire Play Strategy.

The Contact Officer for this report is Alethea Wilson (719212).

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 (Green Space Management Plans Progress Report)	March 2012
2	Assistant Director (Leisure and Community Development)	Report to Community and Environment Board (Green Space Management Plans Progress Report)	October 2012

Risk Management Form

Service: Landscape Management			Corporate Objectives: 1 / 3 / 5 / 8 / 10				Priority: Medium			
Ref	Risk: Title/Description	Consequence	Likelihood (5 = high 1 = low)	Impact (5 = high 1 = low)	Gross Risk Rating	Responsible Officer	Proposed Control Procedures	Likelihood (5 = high 1 = low)	Impact (5 = high 1 = low)	Net Risk Rating
	Implementation of Dordon and Polesworth Landscape Works Contract	Avoidable costs Damage to Property Impairment of Assets Injury to public / staff Insurance claims Court action Loss of reputation Customer dissatisfaction Poor performance reports	5	4	20	Assistant Director (Leisure & Community Development) and Landscape Manager	Contract to be let under seal in accordance with Contract Standing Orders following a tender process. Comprehensive contract documentation in place including detailed specifications and drawings. Selection process included an assessment of the contractor's technical capacity, resources, health & safety procedures and insurance cover. Contract to be managed on site by consultant landscape architects with relevant expertise and capacity. Budget confirmed, including additional provision from reserves. Members, parish council and public to be kept informed of progress throughout the duration of the works.	4	3	12
	Options for additional / replacement control procedure						Cost resources	Likelihood (5 = high 1 = low)	Impact (5 = high 1 = low)	Net Risk Rating
	Earmarking a sum to cover the 5% contingency on the tender sum						£25,000	4	2	8

Completed by: Alethea Wilson

Date: 18 April 2013

Agenda Item No 11

Community and Environment Board

21 May 2013

**Report of the
Assistant Director
(Leisure and Community Development)**

**Leisure Facilities – 2013/14
Closures (Revised)**

1 Summary

- 1.1 This report proposes revisions to the schedule of 2013/14 leisure facility closures approved by the Board at its meeting held in October 2012.

Recommendation to the Board

That the revised schedule of leisure facility closures, as set out in paragraph 4.6 of this report, be approved.

2 Consultation

- 2.1 The Chairman, Vice-Chairman and Opposition Spokesperson for the Community and Environment and Resources Boards, the Safer Communities Sub-committee and Members with responsibility for Health, Well-being and Leisure and Young People, have all had the opportunity to comment on the content of this report. Any comments received will be reported verbally at the meeting.

3 Background

- 3.1 Leisure facilities close for eight statutory and four extra statutory days each calendar year. These closures have been organised to coincide with periods when public demand and income levels are likely to be relatively low; conversely leaving the facilities open when the demand for access is higher.
- 3.2 The traditionally extended closure over the Christmas and New Year period also allows for essential maintenance to be undertaken at a time when public demand for use, historically, has been low.
- 3.3 In October 2012, the Board approved the following closures (amongst others) for 2013/14:

Tuesday 24 December 2013
 Wednesday 25 December 2013
 Thursday 26 December 2013
 Friday 27 December 2013
 Monday 30 December 2013
 Tuesday 31 December 2013
 Wednesday 01 January 2014

4 Proposed Revised Leisure Facility Closure Schedule

4.1 Subsequent to the Board having approved the closures identified above, research was undertaken into the approach taken by neighbouring and other providers over the Christmas 2012 / New Year 2013 period, the outcome of which is shown in the table below:

Authority	Christmas Eve	New Year's Eve
Nuneaton and Bedworth Borough Council	Closed	Closed
Rugby Borough Council	Open until 1.00pm	Open until 4.00pm
Warwick District Council	Open until 2.00pm	Open until 2.00pm
Stratford upon Avon District Council	Open until 2.00pm	Open until 2.00pm
Snow Dome / Peaks	Open until 4.00pm	Open until 4.00pm
North West Leicestershire District Council (two main sites)	Open until 4.00pm	Open until 4.00pm
Solihull Metropolitan Borough Council	Open until 1.00pm	Open until 1.00pm
Cannock Chase District Council (under review by new operators)	Closed	Closed
South Staffordshire District Council	Open until 5.00pm	Closed

4.2 The neighbouring facilities were open as normal on the other non-Bank Holidays between the Christmas / New Year period.

- 4.3 Clearly, that which is of fundamental importance is that the Council's leisure facilities are open at those times of most benefit to the local community. Given the accessibility of facilities neighbouring the Borough, therefore, information has been sought from customers regarding the likelihood of them using the leisure facilities over the Christmas / New Year period. Very few of 60 survey respondents at Arley Sports Centre suggested that they would use the facility over the festive period. More than 65% of almost 200 respondents at Atherstone Leisure Complex, however, stated that they would use the facility over this period, although very few would attend on either Christmas Eve or New Year's Eve. Users at Coleshill Leisure Centre and Polesworth Sports Centre evidenced that they would be interested in using the facilities, although, again, not on Christmas or New Year's Eve.
- 4.4 Should the Board determine to amend the Christmas 2013 / New Year 2014 opening and closure timetable, any change has the potential to affect how and when staff would like to take their annual leave. It is important to take account of the views of staff, therefore, in respect of this matter. Accordingly, the staff in each facility have had the opportunity to comment on the possibility of working over the festive period. The general consensus of opinion suggests that staff understand and accept the proposal to operate an increase in opening hours between Christmas and New Year, but they remain sceptical about the need to open on either Christmas or New Year's Eve. There is also a view that any revision to opening hours should not be implemented in 2013, but deferred until 2014, thereby allowing for a more extensive period of investigation. In acknowledging this view, it is felt that to defer any approved change for this length of time is untenable and evidences a lack of responsiveness to the expressed views of customers.
- 4.5 If the Board determines to amend the closure timetable, it is important to ensure that staff affected by any changes do not incur any loss of annual leave or other entitlements. Under these circumstances, adjustments will be made to annual leave allowances and Centre Managers will do their best to accommodate leave requests (or requests to amend previously approved leave arrangements). As always, however, due and appropriate consideration will also be given to the needs of the service.
- 4.6 Given the foregoing, and in giving particular weight to the expressed views of a significant number of customers, it is proposed to amend the closure timetable for each of the Authority's leisure facilities, as follows:

Tuesday 24 December 2013	Closed
Wednesday 25 December 2013	Closed
Thursday 26 December 2013	Closed
Friday 27 December 2013	Open
Monday 30 December 2013	Open
Tuesday 31 December 2013	Closed
Wednesday 01 January 2014	Closed.

- 4.7 In response to customer demand, and in view of the heightened accessibility of neighbouring facilities, the proposal affords an opportunity to open on two

extra days over the Christmas 2013 / New Year 2014 period. Subject to Board approval, usage and income patterns will be monitored over this and all other periods within the programme timetable, in order to ensure the on-going sustainability of the service. Further, it is anticipated that the extent of closure identified above will still afford an opportunity to undertake the maintenance work referred to in paragraph 3.2.

5 Report Implications

5.1 Finance and Value for Money Implications

5.1.1 Budgetary provision for 2013/14 will provide for the extent of the revised closure timetable indicated in this report. The proposed schedule will also enable the facilities to minimise the impact of the closures and remain open during periods of higher customer demand.

5.2 Safer Communities Implications

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

5.3 Environment and Sustainability Implications

5.3.1 The provision of efficiently managed leisure facilities that meet customer demands for constructive recreational activity make a positive and lasting impact on individual and collective quality of life and the sustainability of local communities.

5.4 Health, Well-being and Leisure Implications

5.4.1 Leisure facilities have a positive impact on the health and well-being of individuals and communities by providing opportunities for formal and informal recreation and by contributing to an improved quality of life. If the facilities are open during periods of higher customer demand this will maximise the potential health benefits within communities.

5.5 Human Resources Implications

5.5.1 The implications for staff have been highlighted within the main body of the report. Given these potential implications, the Unions have been consulted on the proposed changes to the leisure facilities closure timetable. Any views received from the Unions will be reported verbally at the meeting.

5.6 Risk Management Implications

5.6.1 The risks associated with the proposed Bank Holiday closure of leisure facilities have previously been reported to the Board. The changes to facility opening hours proposed in this report will allow those people previously unable to access service the opportunity to do so.

5.7 Equalities Implications

5.7.1 Opening hours are monitored in relation to demand. It is not believed that these opening hours, or the proposed closures, disproportionately affect any particular groups or members of the community and it is not considered that the report proposals will adversely affect the Council's drive to ensure equalities in all aspects of service provision. An Equalities and Impact Needs Assessment associated with the proposed Bank Holiday closure of leisure facilities has previously been reported to Board. The Assessment has been reviewed and remains unchanged.

5.8 Links to Council's Priorities

5.8.1 The proposals contained in this report have direct links to the corporate priorities in respect of:

- Public services
- Crime and disorder
- Access to services
- Consultation and communication
- Health and well-being

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 skills
- Develop healthier communities
- Improve access to services

The Contact Officer for this report is Peter Wheaton (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
None			

Agenda Item No 12

Community and Environment Board

21 May 2013

Report of the Assistant Director (Streetscape)

Recycling Banks at Arley Leisure Centre

1 Summary

- 1.1 This report seeks Members' approval to permanently remove the recycling banks at Arley Leisure Centre in order to avoid the damage to the surface of the car park caused by the collection vehicles which service the banks.

Recommendation to the Board

That Members approve the permanent removal of the recycling banks from Arley Leisure Centre with immediate effect.

2 Consultation

- 2.1 The local Arley Ward Members have been sent a draft copy of this report for comment.

3 Background

- 3.1 In addition to its kerbside recycling collection service, the Council also has a number of small recycling centres located at various points across the Borough which accept a range of materials. Some of the smaller sites (often situated on the car parks of public houses) accept only glass, with the larger sites taking metal, textiles, paper and card, glass and plastic. These sites are serviced by external contractors using a variety of HGVs.
- 3.2 The recycling site at Arley Leisure Centre has banks for green glass, paper and card and textiles. In total, the banks collect around 12 tonnes of recyclable material a year (just 0.3% of the total amount collected by the Council). The cost of emptying the banks is minimal, around £30 per annum and the recyclables collected bring in an income of around £500 each year in the form of recycling credits paid by Warwickshire County Council. That income is more than offset, however, by the cost of cleaning and maintaining the site which is in excess of £800 per annum.
- 3.3 The area around the banks is relatively tidy with low levels of litter. There have been two incidents of fly-tipping on the site in the last twelve months but they have been minor in nature. More serious is the damage to the surface of the car park caused by the vehicles which service the banks. The car park is not designed to support the weight of heavy vehicles, especially when those

vehicles are lifting and emptying banks. The car park also suffers from parking issues at peak times when the spaces are full with leisure centre visitors leaving inadequate space for users of the recycling centre.

- 3.4 All of the materials which are accepted at the site can currently be recycled through the Council's kerbside recycling service. In addition, there are banks for green and brown glass located at the Fir Tree Inn, New Arley. Kerbside recycling provision should also improve still further when the new kerbside service begins in October making banks at smaller locations increasingly redundant for domestic households.

4 **Report Implications**

4.1 **Finance and Value for Money Implications**

- 4.1.1 Removal of the banks may lead to an annual loss in the region of £500 of recycling income in the form of reduced recycling credit payments from Warwickshire County Council. That loss may be reduced by householders recycling the same material through the kerbside service or other banks within the Borough. More displaced commercial waste may also be recycled through the Council's Trade Recycling service as a result of the banks' removal.

4.2 **Environment and Sustainability Implications**

- 4.2.1 The report highlights that the removal of the banks at the Arley Sports Centre will have minimal impact on the opportunity for local residents to recycle as the waste can be recycled through the kerbside collection scheme and also at the Fir Tree Inn in New Arley.

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

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

Agenda Item No 13

Community and Environment Board

21 May 2013

Report of the Assistant Director (Streetscape)

Kerbside Recycling Contract

1 Summary

- 1.1 This report updates Members on the procurement of the new Kerbside Recycling Collection Service.

Recommendations to the Board

That Members note and endorse the action taken following agreement by the Recycling Task & Finish Group to halt the procurement process and to investigate alternative methods for the provision of a kerbside recycling service once the current contract ends in October 2013.

2 Consultation

- 2.1 The Members of the Recycling Task and Finish Group have met to consider the initial results of the procurement exercise and fully support the action taken.

3 Background

- 3.1 The Council went out to tender for a new Kerbside Recycling Services Contract in February of this year. Tenders were returned on 5th April, 2013 with the intention of evaluating and awarded the contract to the successful bidder on 13th May, 2013.
- 3.2 The Council received a number of tenders, including several variant bids from a range of potential service providers. A full financial evaluation of those bids has been completed to ascertain the final cost to the Council of each of the variant bids taking into account any variations, qualifications or proposed efficiencies or income streams. Following that analysis, it became clear that the lowest bid was well outside the contract price range of £150,000 to £250,000 stated in the original OJEU notice. This meant that none of the submitted bids was affordable, as the costs of even the lowest tender were well in excess of what the Council could reasonably accommodate.
- 3.3 The Recycling Task & Finish Group met on 29th April to discuss the initial outcome of the bidding process. Given the costs of the submitted bids, the

Group agreed that there was no alternative but to halt the procurement process on the grounds of affordability and for officers to investigate alternative solutions.

- 3.4 The Council must now consider what to do next. One option which the Task & Finish Group recommended should be explored is to try and absorb some elements of the kerbside recycling service into the existing in-house refuse collection operations to ensure a continuation of service to the Borough's residents once the current kerbside recycling contract comes to an end in October. Officers are currently assessing how that could be achieved.

4 Report Implications

4.1 Finance and Value for Money Implications

- 4.1.1 It was anticipated that cost of the new kerbside recycling contract would be within existing service revenue budgets. Given existing and future financial pressures, it is important that any new service must be delivered as cost effectively as possible.

4.2 Environment and Sustainability Implications

- 4.2.1 The investigation of alternative methods of kerbside recycling will include assessing the sustainability of any proposal. The aim will be to identify an affordable solution that will help improve the levels of recycling overall as originally intended.

4.3 Links to Council's Priorities

- 4.3.1 This links directly to the Council's priority of "Improving Recycling" as well as contributing to the aim of "protecting public services for local people whilst maintaining a balanced budget and keeping Council Tax increases lower than inflation."

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

Agenda Item No 14

Community and Environment Board

21 May 2013

Report of the Chief Executive and the Deputy Chief Executive

Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – March 2013

1 Summary

- 1.1 This report informs Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Community and Environment Board for April 2012 to March 2013.

Recommendation to the Board

That Members consider the performance achieved and highlight any areas for further investigation.

2 Consultation

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

3 Background

- 3.1 This report shows the end of year position with the achievement of the Corporate Plan and Performance Indicator targets for 2012/13. This is the fourth report showing the progress achieved during 2012/13.

4 Progress achieved during 2012/13

- 4.1 Attached at Appendices A and B are reports outlining the progress achieved for all the Corporate Plan targets and the performance with the local performance indicators during April to March 2012/13 for the Community and Environment Board.

- 4.2 Members will recall the use of a traffic light indicator for the monitoring of the performance achieved.

Red – target not achieved (shown as a red triangle)

Green – target achieved (shown as a green star)

5 Performance Indicators

- 5.1 Members will be aware that national indicators are no longer in place and have been replaced by national data returns specified by the government. A number of previous national and best value indicators have been kept as local indicators as they are considered to be useful in terms of managing the performance of our service delivery corporately.
- 5.2 The current national and local performance indicators are being reviewed by each division and Management Team for monitoring for the 2013/14 year.

6 Overall Performance

- 6.1 The Corporate Plan performance report shows that 89% of the Corporate Plan targets and 62% of the performance indicator targets have been achieved. The report shows that individual targets that have been classified as red or green. In the case of the Corporate Plan actions only two actions were not fully completed although significant progress with both the green space strategy and the involvement of young people is being made.
- 6.2 The performance indicator targets not achieved included the delivery of actions for the green space strategy highlighted above, difficulties in obtaining small grant funding, maintaining street cleanliness, missed collections for household refuse and the overall level of recycling. These targets were narrowly missed and are not considered to be major concerns. Individual comments from the relevant division have been included where appropriate. The table below shows the following status in terms of the traffic light indicator status:

Corporate Plan

Status	Number	Percentage
Green	16	89%
Red	2	11%
Total	18	100%

Performance Indicators

Status	Number	Percentage
Green	8	62%
Red	5	38%
Total	13	100%

7 Summary

- 7.1 Members may wish to identify any areas that require further consideration where targets are not currently being achieved.

8 Report Implications

8.1 Safer Communities Implications

- 8.1.1 There are a number of Safer Communities related actions highlighted in the report including the provision of diversionary activities, leisure provision, play strategy and green space strategy.

8.2 Legal and Human Rights Implications

- 8.2.1 The national indicators were specified by the Secretary of State for Communities and Local Government. They have now been ended and replaced by a single list of data returns to Central Government from April 2011.

8.3 Environment and Sustainability Implications

- 8.3.1 Improvements in the performance and quality of services will contribute to improving the quality of life within the community. There are a number of specific actions and indicators included within the report which contribute towards improving the environment and sustainability including the carbon management plan, green space strategy and refuse and recycling.

8.4 Risk Management Implications

- 8.4.1 Effective performance monitoring will enable the Council to minimise associated risks with the failure to achieve targets and deliver services at the required performance level.

8.5 Equality Implications

- 8.5.1 There are a number of equality related actions and indicators highlighted in the report including developing access to community services, tackling health inequalities and inter generational work.

8.6 Links to Council's Priorities

- 8.6.1 There are a number of targets and performance indicators contributing towards the priorities of environment, recycling, access to services, health and well being, public services and Council Tax and local employment.

The Contact Officer for this report is Robert Beggs (719238).

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
National Indicators for Local Authorities and Local Authority Partnerships	Department for Communities and Local Government	Statutory Guidance	February 2008

NWCP Community & Environment Board 12/13

	Action	Priority	Reporting Officer	Update	Status	Direction
NWCP 015 11/12	To ensure the successful delivery of the European and Central Government funded LEADER programme, in partnership with WCAVA and the North Warwickshire Local Action Group and to report on progress by March 2013	Access to Services	Powell, Simon	All LEADER funding has now been allocated, with the final projects being monitored closely to completion. Work is underway to organise a celebration event and to produce a Project Directory, which will detail the positive impact that the funding has had on North Warwickshire.	 Green	
NWCP 016 11/12	To continue to raise aspirations, attainment and skill levels through recognised vocational qualifications, volunteering and targeted activities and help members of the community to achieve local and national accreditations and to report on progress by March 2013	Local Employment	Powell, Simon	A two day Borough-wide careers event, "Make a Difference Day", took place on 24 and 25 September 2012, funded through a Sustainable Community Strategy grant. 1,180 children from four of the five secondary schools in the area took part in the event, which was well received by students, schools, partners and business representatives. Evaluation has taken place and a report was presented to the Community and Environment Board in March 2013. The Sustainable Community Strategy "Raising Aspirations, Attainment and Skill Levels" Task and Finish Group is giving consideration to the future planning of a similar event .	 Green	
NWCP 017 11/12	To continue to take action to reduce the Council's carbon footprint and carbon emission in the Borough, in accordance with the Climate Change Strategy and Action Plan and to report annually in March on progress	Environment	Maxey, Steve	The Council has a draft Carbon Management Plan and opportunities are being assessed against that. The Council recently agreed to implement a number of green measures as part of the essential safety works to be carried out at the office building in Atherstone	 Green	

NWCP Community & Environment Board 12/13

	Action	Priority	Reporting Officer	Update	Status	Direction
NWCP 018 11/12	To maintain the current high levels of street cleanliness to not less than 95%, targeting resources and working in partnership, where appropriate, to ensure that standards remain as consistently high as possible throughout the Borough	Environment	Dobbs, Richard	Street cleanliness levels have fallen slightly due to staff vacancies and extra workload. On the whole though, the standard remains high and work is ongoing to tackle main road litter and detritus to bring the overall score back up to standard	 Green	
NWCP 019 11/12	The Council will continue to promote waste minimisation and increased recycling, as well as raising awareness of the problems of litter, fly-tipping and dog fouling using suitable enforcement measures, where appropriate	Environment	Dobbs, Richard	The Recycling Officer post is currently vacant, but communication and awareness raising for the new recycling service will begin shortly and staff at NWBC are providing cover to promote Streetscape services over the coming months	 Green	
NWCP 020 11/12	To implement the approved outcomes of the Grounds Maintenance Service Review, thereby improving service delivery and operational efficiency and thereafter review and report on the impact of any new approaches to service delivery by March 2013	Environment	Powell, Simon	The Systems Thinking Review of the Grounds Maintenance service (within the context of the overall Streetscape service) is continuing and related new / revised processes are being piloted accordingly. Operational efficiencies are being made within the service. A pilot project for an enhanced level of maintenance at sheltered housing schemes, on behalf of the Housing Division, having commenced in March 2013, is being very well received.	 Green	
NWCP 021 11/12	To work with partners to improve recycling rates to not less than 36% and to report on ways to further improve recycling and increase the efficiency of the service by April 2012	Recycling	Dobbs, Richard	Recycling rate is around 31%. A new kerbside recycling service is due to start in October alongside the introduction of AWC will significantly increase recycling rates across the Borough.	 Green	

NWCP Community & Environment Board 12/13

	Action	Priority	Reporting Officer	Update	Status	Direction
NWCP 022 11/12	To implement phase 5 of the North Warwickshire Green Space Strategy in accordance with its revised Action and Funding Plan and corresponding Management Plans for Parks, where appropriate	Health & Well-being	Powell, Simon	<p>As reported to Community and Environment Board in March 2013, although falling short of the target for 2012/13, good progress has been made in the delivery of Phase 5 of the Green Space Strategy Action and Funding Plan. The development of management plans for eight sites across the Borough is continuing, with implementation of those for Abbey Green Park in Polesworth and Long Street Recreation Ground in Dordon due to commence in Spring 2013. Improvements to Piccadilly Sports Field are also scheduled to commence in April 2013.</p> <p>The temporary post of Landscape Officer has been filled and will be key to the delivery of the Action Plan in 2013/14</p>	 Red	

NWCP Community & Environment Board 12/13

	Action	Priority	Reporting Officer	Update	Status	Direction
NWCP 023 11/12	<p>To complete the first year actions arising out of the Local Nature Reserve Project and begin to implement the year two actions. This will include completion of improvement works at Kingsbury Linear Park and Dafferns Wood, New Arley, production of a Management Plan for each site and their designation as Local nature Reserves, as well as the commencement of work at Abbey Green Park, Polesworth, and Cole End Park in Coleshill</p>	Health & Well-being	Powell, Simon	<p>Year 2 engagement activities have focused on Poesworth (Abbey Green Park) and Coleshill (Cole End Park) and have included community meetings, wildflower planting, wild play activities, bat nights, youth and family activities.</p> <p>Improvement works at New Arley (Dafferns Wood) and Kingsbury (Linear Park) are underway and are due to commence in Polesworth and Coleshill in spring 2013.</p> <p>A teacher engagement event in April 2013 will encourage schools to make use of the sites for environmental education. Students at Coleshill School are involved in a programme of activities to achieve the ASDAN Environmental Award and the Arts Award. They are currently designing and commissioning a chainsaw sculpture at the entrance to Cole End Park, which will be launched at the opening celebration.</p> <p>It is expected that the sites at Kingsbury and New Arley will be dedicated as Local Nature</p>	<p> Green</p>	<p></p>

NWCP Community & Environment Board 12/13

	Action	Priority	Reporting Officer	Update	Status	Direction
NWCP 024 11/12	In conjunction with potential key partners, continue to investigate and commence implementation of the long-term future of Coleshill Leisure Centre	Health & Well-being	Powell, Simon	<p>Further to Member approval, work is proceeding to advance a project through which the long-term future of indoor leisure provision in Coleshill can be secured. This work has included detailed negotiations with The Coleshill School, the appointment of project managers and a design and build contractor and the submission of both a Planning Application and a bid for external EFA funding support.</p> <p>A bid for Sport England funding will be made by the end of April 2013.</p>	 Green	
NWCP 025 11/12	To continue to work with partners to implement the North Warwickshire Playing Pitch Strategy in accordance with its supporting Action Plan	Health & Well-being	Powell, Simon	<p>A new pitch management system has resulted in estimated cost efficiencies of £6,000 as a result of marking out pitches on 247 fewer occasions during the 2012/13 season.</p> <p>Work is ongoing with local sports clubs investigating opportunities for potential asset transfer/lease agreements, such as at Hurley Daw Mill Sports Ground.</p> <p>Work has also started on developing an agreement with Atherstone Rangers, which would see the entire Club (19 teams) play its home fixtures at Queen Elizabeth School in the 2013/14 season.</p> <p>Hartshill and Nuneaton Joint Recreation Committee is awaiting a decision from Sports England on its grant application for an additional pitch at Snow Hill Recreation Ground.</p>	 Green	

NWCP Community & Environment Board 12/13

	Action	Priority	Reporting Officer	Update	Status	Direction
NWCP 028 11/12	<p>To continue to co-ordinate the sustainable development of Wellness Matters, including its further expansion into targeted outreach communities and through the promotion of healthy lifestyles, healthy eating programmes and exercise referral schemes</p>	Health & Well-being	Powell, Simon	<p>Since its opening in July 2012, the One Stop Health Shop, located at Atherstone Memorial Hall, has attracted 84 people looking to make a positive lifestyle change. Financial support has been secured from the Sustainable Community Strategy Fund to enable the continuation of the project in Atherstone until October 2014 and to develop monthly drop in sessions at targeted BOB Hubs.</p> <p>The Food Co-op scheme is now established in Baddesley and Coleshill Community Hubs, Atherstone Early Years Centre, Atherstone Volunteers Centre and Shustoke Village Shop. A new scheme is currently being developed in Grendon. Over 50 people each week are receiving fresh fruit and vegetables through the scheme</p>	<p> Green</p>	<p></p>
NWCP 029 11/12	<p>To continue to ensure compliance with the Council's statutory responsibilities as a partner and Compact signatory within the Warwickshire Safeguarding Children Board, including the need to continue to implement the provisions of the Child Protection Policy, to deliver the actions identified in the Council's Section 11 Audit Action Plan and, where appropriate, to co-ordinate all related activity alongside the need to safeguard adults and other vulnerable people in the community</p>	Health & Well-being	Powell, Simon	<p>Council officers provided a total of seven in-house WSCB Level 1 Accredited Training courses in 2012/13. Future sessions will be held across Northern Warwickshire and will include external attendees. The Child Protection Policy is due for review. National guidance has now been released and this work will commence as soon as county-wide guidance becomes available</p>	<p> Green</p>	<p></p>

NWCP Community & Environment Board 12/13

	Action	Priority	Reporting Officer	Update	Status	Direction
NWCP 030 11/12	To continue to provide positive interventions to address anti-social and nuisance behaviour, including through targeted activities (eg Call4Sport, Activities4U, etc	Crime and Disorder	Powell, Simon	<p>Nuisance calls relating to young people have reduced, resulting in fewer Activities4U contacts. Alternative ways of engaging young people are being considered as a result of the decrease in large groups of young people exhibiting anti-social behaviour.</p> <p>The five-a-side Borough-wide football tournament took place at the end of June, with nine participating teams. Call4Sport delivered diversionary activities throughout the summer.</p> <p>Atherstone Indoor Skate Park (now open three evenings per week) has consistently high levels of attendance (290 participating members since opening at Easter 2012). A wide variety of subjects have been discussed with the young people, including health, food (what and how much they eat), smoking, self-esteem, their futures, volunteering opportunities and their involvement in developing the Skate Park.</p>	<p> Green</p>	<p></p>

NWCP Community & Environment Board 12/13

	Action	Priority	Reporting Officer	Update	Status	Direction
NWCP 055 11/12	To report on progress on the project to improve access to services through Community Hubs by June 2012	Access to Services	Trahern, Bob	Regular reports have been taken to each cycle of the Community & Environment Board updating on progress made by the B.O.B hub task and finish group. A final report was taken to the Executive Board in February 2013 confirming that 11 hubs had been set up since May 2012 and agreeing an approach for 2013/14 which confirmed an agreed funding proposal for the ongoing delivery of hubs. Two further hubs will also be set up in Dordon and Wood End by the	 Green	
NWCP 068	To encourage and support communities to identify, report and take action on public realm concerns. This work will include school-based activities and support for at least four local "clean up" initiatives	Environment	Powell, Simon	Seven community clean-up events were supported in 2012/13 in Shustoke/Nether Whitacre, Water Orton, Coleshill, Atherstone (Outwoods School), Maxstoke, Baddesley Ensor and Ansley. The support at Outwoods School included a talk to the children on the impact of dropping litter. Additionally, a community clean up event to clear fly tipping from Kingsbury Linear Park was held as part of the Local Nature Reserves project.	 Green	
NWCP 069	To review and improve the manner in which the Council consults and engages with and secures the involvement of children, young people and their families within the development, management and delivery of services by December 2012	Health & Well-being	Powell, Simon	An Area Forum event was held at Queen Elizabeth School and Sports College, subsequent to which feedback has been provided to the School and its students. The resignation of the Community Development Officer (Young People and Inter-generation) has resulted in no further progress in this area	 Red	

NWCP Community & Environment Board 12/13

	Action	Priority	Reporting Officer	Update	Status	Direction
NWCP 073	In conjunction with key partners, to raise levels of physical activity within the community, in particular for children and young people (both in schools and during school holidays) and as a means by which to tackle rising levels of obesity within the Borough	Health & Well-being	Powell, Simon	<p>After-school sports sessions are ongoing. Two events were delivered at local high schools as part of National School Sports Week and staff also supported the sub-regional School Games. Hurley Community Games took place on 24 June 2012 and showcased local sports opportunities. Walking, seated exercise and Wii groups also continue to receive support across the Borough. Outside school, activity is offered through Call4Sport and the Indoor Skate Park. Sportivate funding (£9,000) enabled projects targeting 14 to 25 year olds to be delivered across the Borough to more than 300 individuals. Further, voluntary sports clubs received support from the Sports Club Development Officer until the position came to an end in March 2013. Additionally, medical professionals are able to refer members of the community into the Exercise Referral Scheme that provides subsidised physical activity opportunities for patients with particular conditions.</p>	 Green	

NWPI Community & Environment Board 12/13

Ref	Description	Section	Priority	Year End Target	Performance	Traffic Light	Direction of Travel
NWLPI 007	The percentage of food premises inspections that should have been carried out that were carried out for high risk premises.	Env Health (C, L & HP)	Health and Well-being	100	100	Green	
NWLPI 157	The percentage of food premises interventions that should have been carried out that were carried out for low risk premises	Env Health (C, L & HP)	Health and Well-being	100	100	Green	
NWLPI 158	To respond to all complaints and requests for service within three working days	Env Health (C, L & HP)	Public Services and Council Tax	99	99	Green	
NWLPI 085	Swimming pools and sports centres: The net cost per swim/visit	Leisure Facilities	Health and Well-being	1.85	1.84	Green	
NWLPI 086	Leisure Centres - Total income per visit	Leisure Facilities	Health and Well-being	2.45	2.46	Green	
NWLPI 092	Customer satisfaction with Community Development activities	Partnership & Development	Health and Well-being	95	100	Green	
NWLPI 094	Percentage of successful funding applications	Partnership & Development	Health and Well-being	90	78.26	Red	

NWPI Community & Environment Board 12/13

Ref	Description	Section	Priority	Year End Target	Performance	Traffic Light	Direction of Travel
NWLPI 119	Number of collections missed per 100,000 collections of household waste (former BV88)	Refuse & Recycling	Recycling	25	31	 Red	
@NW:NI192	The percentage of household waste arisings which have been sent by the Authority for reuse, recycling, composting or treatment by anaerobic digestion.	Refuse & Recycling	Recycling	36	30*	 Red	
@NW:NI195a	The percentage of relevant land and highways that is assessed as having deposits of litter that fall below an acceptable level. Figues expressed show levels meeting the standard.	Streetscape	Environment	94	93	 Red	
NWLPI 140	Delivery of actions in the 10 year Green Space Strategy - % achieved	Landscape Management	Countryside and Heritage	36	25	 Red	
NWLPI 141	Delivery of actions in the 10 year Green Space Strategy - % in progress	Landscape Management	Countryside and Heritage	8	9	 Green	
NWLPI 111	% of Play Areas meeting BS/EN and DDA standards	Landscape Management	Countryside and Heritage	81	81	 Green	

Comments
<p>Customer satisfaction on those activities where it can be recorded continues to show that they are well received (100% good response).</p> <p>The Partnership and Development Section has made 25,310 customer contacts, whilst delivering 98 projects with the assistance of 104 partners and has helped people to achieve 48 National Accreditations.</p>
<p>Q1 - 5/5 bids successful - 100% Q2 - 7/7 bids successful - 100% (Cumulative - 12/12 - 100%) Q3 - 2/4 bids successful - 50% (Cumulative - 14/16 - 87.5%) Q4 - 4/7 bids successful - 57.1% (Cumulative - 18/23 - 78.26%)</p> <p>A number of recent grant applications have been for very competitive funding streams and have ultimately proved to be unsuccessful. As there is increased competition for smaller amounts of funding, it is anticipated that it will become increasingly difficult to obtain grant funding.</p>

Comments
Data currently not recorded
Still awaiting final recycling tonnages
Reduction in resources and difficulties in cleaning main roads has resulted in a temporary dip in performance. Next round of inspections to commence in June.
<p>As reported to Community and Environment Board in March 2013, although we have fallen short of the target the results still represents a positive level of achievement, given the extent of resources and capacity available to progress delivery of the Green Space Strategy.</p> <p>It is anticipated that the temporary appointment to the post of Landscape Officer will have a positive effect on delivery in 2013/14.</p>

Minutes for B.O.B. Task and Finish meeting 14 March 2013, NWBC Offices, Atherstone –
14.00 – 16.00

Present: Cllr Anne Lewis (AL) Chair, Bob Trahern (BT), Cllr Hayden Phillips (HP), Sally Roberts (SR), Christina Fortune (CMF), Nigel Bates (NB), Gary Hancock (GH), Julie Taylor(JT), Adam Farrell (AF)

1. **Welcome**
2. **Apologies:** Cllr Colin Hayfield (CH), Cllr Karen Barber (KB), Cllr Anne Forwood (AF), Alistair Rigby (AR), Davina Key (DK), Cllr Carol Fox (CF)
3. **Previous minutes:** Wednesday 10 January, 2013 – No matters arising

AP No	Action	Responsible	Date for Completion
4/16	<p>Parish updates: - (Please see the position statement for more details)</p> <p>Baddesley There has been an issue with one of the laptops but apart from that no issues had been identified.</p> <p>Hartshill The Hub is working well with volunteers and no longer requires regular support from NWBC staff. It has been agreed that support will be provided on request.</p> <p>Coleshill Town Hall Coleshill Hub is working well with an increase in the number of users and sufficient volunteers to run 6 days per week. There are plans to introduce a community café in the main hall downstairs, laptop computers will be made available in the café. PC computers will be available upstairs in the Hub in addition to the laptops. Funding is being sought to cover the cost of a lift installation to access the first floor. SITA is a possible source. Davina Key will assist Adam Farrell with the application. Adam has sourced the £3,500 contribution of match funding required.</p> <p>Mancetter A new proactive volunteer has been found and has been attempting to extend the wifi connection into the smaller</p>	DK/AF	

and more inviting school room. As the weather improves it is hoped that local people will use the facility. Nigel Bates has met with David, the volunteer, to discuss the computers. It is still proving difficult to attract people to use the Hub. Adverts have been placed in the Mancetter Matters Parish magazine and in local shops, services and businesses.

Shustoke

The shop is progressing well. A dedicated notice board is being put up outside the shop next week. The B.O.B. Hub is being moved into the hall to allow for more activities and for privacy. It has not been able to move the red phone due to the wall construction, and privacy remains an issue.

Ansley Common

Christina to open the hubs on Tuesday afternoons. The volunteer has been lost. Plans to prepare a flier advertising the hub and local services and events that will raise awareness and also produce a flier for book bags at Nursery Hill School.

Water Orton

The library is popular. The volunteers are very enthusiastic about the development of the Hub and are encouraging people to use the service. Volunteers have circulated fliers and posters to local businesses. Launch date is Friday 10th May at 11.30-13.30.

Birchmoor – The volunteer has got a seasonal job at Drayton Manor Park. Fliers were produced and delivered to every house in Birchmoor and to the Gamecock Inn and the Working Men's Club. This generated a small amount of interest. Proposals to increase the coffee mornings to weekly events in addition to the craft group is hoped to generate further interest. The HS2 Plans are available to view.

Coleshill Library

Positive reports on how easy the video conferencing equipment is to use. The computers at Coleshill Library will be available for free.

Polesworth Library

All the video conferencing equipment has been installed, there was an issue with one group who use the facility switching the video conferencing computers off at the wall switch. This can cause damage to the computers, a socket safe cover has been purchased to prevent this

<p>5/16</p>	<p>happening again and will be installed by Warwickshire County Council direct works electrician.</p> <p>Dordon Dordon Parish Council have agreed that the Village Hall at Dordon can be used as a B.O.B. Hub. This is a good facility with a room at the back. A proposal has been prepared and the telephone lines will be ordered when this has been approved. Christina Fortune and Jo Giblin will work from the Hub when possible to help get the Hub established and work with volunteers. The Hub will have 4 laptop computers, a red telephone and a video conferencing facility.</p> <p>Kingsbury A suitable site has not been found in Kingsbury. The youth centre charges £15 per hour to open. It was agreed that the BOB Bus would be used as a 'Pop Up BOB Hub' at the Methodist Church from the 11th April between 10.00 and 12.00 on Thursday mornings as Surestart use the building at that time.</p> <p>Wood End There is a committee meeting in April, it is hoped that agreement can be obtained for a Hub in the Village Hall. It is possible that this may be funded for 3 years from Section 106 money from Birch Coppice. It will comprise of 3 laptops and a red telephone with broadband and wifi.</p> <p>Volunteers Baddesley is going to review its volunteer opportunities Birchmoor – 2 more volunteers have come forward. Coleshill Town Hall – 6 more volunteers have come forward. Hartshill – Three people are on the rota for the library when it is open. The third person is taking responsibility for managing the B.O.B. Hub. Arley – one more volunteer applied over Christmas Water Orton and Shustoke aren't registered with the Volunteer Centre.</p> <p>Some volunteer meetings have been organised for volunteers, but there has been little or no uptake. Therefore, Adam is proposing to run volunteer forums alongside VAN forums. CRB checks are to be replaced by DBS (Disclosure and Barring Service).</p>	<p>CMF/SR</p> <p>HP/AL/BT/S R</p>	
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6/16	<p>Wraparound Events</p> <p>The Wraparound events whilst very well received by this who attended only attracted less than 200 visits from local communities and it is believed this was not unusual based on previous type of proactive events that tend to be poorly attended due to the subject matter. However the events did allow time for the partners and volunteers to work together and get to know each other, this will help to make the volunteers feel better supported and also improve networking and referrals.</p>		
7/16	<p>Evaluation/usage figures</p> <p>It is proving very difficult to accurately evaluate numbers using the hubs. A signing in and out book seems to be the easiest way of gaining foot fall in the B.O.B. Hubs although as they rely on volunteers or members of the public completing them this is far from full proof. We know that there has been good usage of the video conferencing at Hartshill, Arley and Coleshill Library based on use registered in the contact centre. It has been suggested to the B.O.B. Hubs that they become UK Online Centres as this will give them access to publicity materials, funding for volunteer training and possible grant funding etc.</p>		
8/16	<p>It was raised that hubs could also obtain some funding for equipment for job clubs from Job Centre Plus and that the clubs set up under Section 106 funding should be evaluated once set up to see what if any needs they have.</p>		
9/16	<p>Contingency Plans</p> <p>A question was raised about contingency plans should a B.O.B. Hub fail. It is planned to provide revenue support to the B.O.B. Hubs until March 2014 and agree a criteria for ongoing funding at the next T & F group in June 2013 which will need communicating to all hubs on how this funding can continue into 2014/15. However, as most of the equipment is portable it would be possible to move the laptop computers etc. to an alternative location should this be necessary</p>	SR/BT	
10/16	<p>Food Banks</p> <p>A Food Bank will be delivered in North Warwickshire from a unit in Innage Park in Atherstone, this will be run by Chapter One and will also have second chance furniture. Foodshare are a charity that obtains food from supermarkets and will supply the Food Banks. The Food Bank will go live from the start of April 2013 and the furniture outlet from mid April 2013.</p>	SR/BT/CMF	
11/16	<p>Food will be supplied in North Warwickshire for as long</p>		

	<p>as the support is needed for individual families, provided a minimum criteria of support and change is being managed. The referral procedure is still being developed, but it is anticipated that partners will be approved for referrals.</p> <p>Foodshare will also support up to 6 social enterprise cafes and the breakfast club at Queen Elizabeth School. It is planned that chilled food will be available within 6 months. Initially only dry goods will be offered but this will be reviewed as we develop working practices and procedures.</p> <p>Report to Community and Environment Board Proposals</p> <p>Bob explained the proposals agreed by members regarding the ongoing funding for hubs and the B.O.B bus. The bus will be used in a different way in the future, with council departments and partners able to book the bus for ad hoc events by appointment.</p> <p>Any Other Business - none</p> <p>Date and time of next meeting – 16 May 2013 at 10.00am</p>		
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Agenda Item No 16

Community and Environment Board

21 May 2013

**Report of the
Assistant Director
(Leisure and Community Development)**

**Sports Club Development Officer –
Project Completion**

1 Summary

- 1.1 The Sports Club Development Officer (SCDO) project was a three-year initiative funded by Sport England through its Community Investment Fund. Due to the success of the initiative and the availability of funding, the project was extended by nine months until March 2013. This report highlights the work undertaken by the SCDO and the value of the project to North Warwickshire.

Recommendation to the Board

That the Board notes the valuable work undertaken by the Sports Club Development Officer in achieving the outcomes established with Sport England as part of the Community Investment Fund Agreement.

2 Consultation

- 2.1 The Chairman, Vice-Chairman and Opposition Spokesperson for the Community and Environment and Resources Boards, the Safer Communities Sub-Committee and Members with responsibility for Health, Well-being and Leisure have all had an opportunity to comment on the content of this report.
- 2.2 The Chairman of the Resources Board (Cllr. Moore) has stated that he is “impressed with the results included in the data relating to the activities of the SCDO over the past four years and pleased that her services have not been lost altogether. It is vital to the well-being of our communities that sporting activities are promoted and encouraged”. Any additional comments received will be reported verbally at the meeting.

3 Background

- 3.1 The Sports Club Development Officer (SCDO) was recruited in June 2009 after the Borough Council made a successful application to Sports England’s Community Investment Fund. The appointment was made in order to achieve specific targets agreed with Sport England as part of the corresponding Funding Agreement. The main objectives of the role were to:

- Build the capacity of existing sports clubs and groups to better enable them to meet the related needs of the community
- Assist clubs and groups to achieve relevant accreditations, thereby improving service standards
- Provide opportunities for mentoring, volunteering and training within specific areas of related activity
- Raise awareness and promote the profile of sports clubs and groups
- Encourage and develop lifelong opportunities for participation in sport and community organisations
- Develop appropriate “school to club” links and promote participation pathways
- Increase investment in grassroots sport through the Community Amateur Sports Club scheme
- Engage sports clubs and groups in the North Warwickshire Sports Forum

3.2 As can be deduced from the project objectives, the SCDO had responsibility for improving and developing the infrastructure of community-based sports clubs and groups that provide active recreation opportunities for local people. The main aspect of the work was to enable clubs and groups to operate to an accredited standard, focusing on safe practices and high quality provision to gain “Club Mark” accreditation. Where appropriate, the project also sought to encourage clubs to become registered as Community Amateur Sports Clubs (CASCs) in order to take advantage of tax relief and gift aid benefits. Additionally, the SCDO helped with the day-to-day issues faced by voluntary sports clubs, such as volunteer retention, attracting external funding and marketing and promotion to attract new members.

3.3 At the meeting of the Community and Environment Board held in October 2010, Members were informed of the early success of the SCDO Project. This success continued throughout the duration of the initiative, which, through the use of sports-related reserves and an underspend on salary budgets, was extended to March 2013.

4 **Project Achievements**

- 4.1 The relative success of the project was measured through three key performance indicators:
- i) Increase the number of clubs with a National Governing Body (NGB) of Sport Accreditation
 - ii) Increase the number of adults taking part in regular sporting activity
 - ii) Increase the number of volunteers involved in offering sporting opportunities

Details of the performance against each measure are identified in Table 1. Of particular note are the increase in the number of adults taking part in sport and the number of volunteers that have been recruited to assist sports clubs with their activities.

Table 1

Key Performance Indicator (KPI)	Target	Baseline*	Year 1	Year 2	Year 3
1 – Increase the number of clubs with a National Governing Body (NGB) of Sport Accreditation	20	5	13	17	20
2 – Increase the number of adults taking part in regular sporting activity	120	0	43	201	367
3 – Increase the number of volunteers involved in offering sporting opportunities	10	0	4	13	39

*Baseline Data: 1 = Clubs registered with a National Governing Body of Sport. 2 and 3 – Baseline set at “0” to record only those people directly affected by the SCDO.

- 4.2 In addition to the key measures identified above, the SCDO also assisted 21 groups to attract just over £150,000 worth of funding into the Borough to help with the delivery of their activities and to improve their facilities. This included establishing the first North Warwickshire based archery club in Austrey, which now shoots on a weekly basis, and working with Atherstone Boxing Club to enable it to take on the lease of a previously disused industrial unit on Abeles Way.
- 4.3 An area of work of increasing significance is that which surrounds the implementation of the adopted North Warwickshire Playing Pitch Strategy. Long-term development is being undertaken to identify suitable clubs and sites that may benefit from community management, thus enabling clubs to access funds to develop and improve facilities and better meet the needs of the local community. The SCDO was integral to early work with this initiative in the development of trusting relationships with the Authority.
- 4.4 To ensure that the right support was provided to clubs, the SCDO developed the North Warwickshire Sports Club Forum. Although the Forum initially provided clubs with an opportunity to engage with the SCDO and ensure that activities were developed to meet their needs (such as the highly successful

Sports Club Road Shows), the Forum also enabled the clubs to foster new relationships with each other and thereafter offer “peer group support”.

- 4.5 The development of walking groups was a further priority for the project, as it enhanced both active adult participation and volunteering. By April 2013, ten new walking groups had been established, offering regular group walking opportunities under the direction of 39 trained Walk Leaders. Nine of the walks are now self-sustaining. Equally self-sufficient are five recently developed older people’s Wii/ Bowls groups, whilst delivery of the Borough’s first ‘Back 2’ Netball project provided participation opportunities for adult females. The success of this initiative resulted in the formation of Atherstone Netball Club, with 15 to 20 ladies regularly playing fixtures against other ‘Back 2’ groups from around the sub-region.
- 4.6 Inactive young people were also targeted by the SCDO, including through a Year 11 girls’ project. Delivered in all five secondary schools, the project resulted in 147 more females taking part in regular activity. Three Sports Club Road Shows engaged over 3,000 young people, who were able to try sports delivered by 17 local clubs, some of which have also been supported to provide school holiday activities resulting in over 120 regular participants. Partnership work with Atherstone Adders Hockey Club also saw five local primary schools receive six, one-hour coaching sessions from club coaches, with all schools being invited to the Borough’s first hockey festival at the new Artificial Grass Pitch at Queen Elizabeth School and Sports College in Atherstone. A total of 418 young people were coached during the project, with 120 young people making up the 17 teams attending the festival.

5 Conclusion

- 5.1 Over the course of the project, the SCDO made substantial progress in working with local clubs and schools to improve the quality of local voluntary sports organisations, helping them to develop their sustainability and increase levels of participation. The project exceeded the targets set with Sport England and very positive feedback has been received from those clubs that have received support through the project.
- 5.2 Regrettably, no further funding has been made available to continue the project, thereby providing further evidence of the problem of trying to undertake long-term projects with short-term funding support. The Officer who delivered the programme, however, is currently employed as a Community Projects Officer within the Leisure and Community Development Division and continues to offer advice and support to local sports clubs and groups. Key development work continues to be advanced where possible, most particularly that which involves assisting with the delivery of priorities identified within the Borough Council’s Playing Pitch Strategy. In this regard, the trust and relationships that have developed over the three years of the SCDO Project continue to be of considerable value. Other priorities, such as the ongoing development of walking groups will continue, but only as capacity allows.

6 Report Implications

6.1 Finance and Value for Money Implications

6.1.1 There is no new financial implication arising directly from this report. The initial SCDO project was entirely externally funded in the sum of just under £78,000 over three years, whilst the short-term extension was funded from sports-related reserves and salary underspends. Additional related activity detailed in the report was either met through existing budgetary provision or, in the vast majority of cases, through the acquisition of further external grant aid.

6.2 Safer Communities Implications

6.2.1 Through the provision of high quality activities, the work of the sports clubs that were assisted by the SCDO impacts positively on the reduction of crime and the fear of crime.

6.3 Environment and Sustainability Implications

6.3.1 The sports club development work undertaken by the SCDO enhanced both the local environment (with improvements to local facilities) and helped with the planning and long-term sustainability of sports provision in local communities.

6.4 Health, Well-being and Leisure Implications

6.4.1 Voluntary sports clubs provide a significant level of participation opportunities for the local community. Their success is dependent upon the skills and commitment of their volunteers and the quality of the opportunities that they provide. The SCDO project provided the support, guidance and assistance that clubs need to ensure their long-term success and ongoing viability.

6.4.2 Active lifestyles, which are easier to achieve if there are affordable, accessible opportunities, are essential to ensure that people live longer, healthier lives. Local sports clubs are a significant provider of these opportunities.

6.4.3 The SCDO project is compliant with, and helps to deliver against, the priorities identified in the Warwickshire Health and Well-being Strategy and the Joint Strategic Needs Assessment.

6.5 Human Resources Implications

6.5.1 None, although it should be noted that the SCDO post was a time limited (three-year), grant funded position. The post was extended to March 2013, but has now ceased due to the unavailability of funding through which to continue the high quality work undertaken within the project.

6.6 Risk Management Implications

6.6.1 The risks associated with this report have already been identified within the context provided by the corporate Strategic Risk Management process.

6.7 Equalities Implications

6.7.1 The work of the Leisure and Community and Development Division is targeted at reducing inequalities in access to service provision. The equalities implications of all projects are considered as part of the project management process. Older people, in particular, were targeted through the walking initiatives, encouraging an active lifestyle in old age, thus helping people to live healthier for longer.

6.8 Links to Council's Priorities

6.8.1 The work of the Sports Club Development Officer contributes directly to the corporate priorities in respect of:

- Public services
- Local employment
- Environment
- Crime and disorder
- Access to services
- Consultation and communication
- Health and well-being

6.8.2 Additionally, the work of the Sports Club Development Officer contributes directly to the priorities of the North Warwickshire Sustainable Community Strategy to:

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

6.8.3 The work of the Sports Club Development Officer contributes directly to the delivery of the priorities set out in the North Warwickshire Green Space Strategy and the North Warwickshire Playing Pitch Strategy.

The Contact Officer for this report is Jaki Douglas (719492).

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)	Community and Environment Board Report	4 October 2010

Agenda Item No 17

**Community and Environment
Board**

21 May 2013

**Report of the
Chief Executive**

Exclusion of the Public and Press

Recommendation to the Board

That under 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 18

Kerbside Recycling Contract– Report of the Assistant Director (Streetscape)

Paragraph 3 – by reason of the financial details contained within the report.

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