

**To: The Chairman and Members of the
Community and Environment Board
(Councillors May, L Dirveiks, Fox, Freer,
Gordon, Lewis, M Moss, Payne, Phillips,
Pickard, Sherratt, Smitten, Y Stanley, 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 March 2011

The Community and Environment Board will meet in The Chamber, The Council House, South Street, Atherstone, Warwickshire on Monday 21 March 2011, at 6.30pm.

AGENDA

- 1 Evacuation Procedure.**
- 2 Apologies for Absence / Members away on official Council business.**
- 3 Declarations of Personal or Prejudicial Interests** (Any personal interests arising from the membership of Warwickshire County Council of Councillors Fox and May and the various Town/Parish Councils of Councillors Fox (Shustoke), Freer (Atherstone), Lewis (Kingsbury), M Moss (Kingsbury), Phillips (Kingsbury), Y Stanley (Polesworth) Sherratt (Coleshill) and Smitten (Polesworth) are deemed to be declared at this meeting).

- 4 **Request for discussion of En Bloc items.**
- 5 **Minutes of the Meeting of the Board held on 24 January 2011** - copy herewith, to be approved as a correct record and signed by the Chairman.

PART A – ITEMS FOR DISCUSSION AND DECISION

- 6 **Local Nature Reserves Project** – Report of the Assistant Director (Leisure and Community Development)

Summary

This report informs Members of the progress being made with respect to the Local Nature Reserves project.

The Contact Officers for this report are Alethea Wilson (719212) and Zoe Davies (719258).

- 7 **Allotment Development Programme** – Report of the Assistant Director (Leisure and Community Development)

Summary

This report sets out progress in respect of the implementation of the Allotments Development Programme and seeks Members' approval of an approach proposed in respect of future projects.

The Contact Officers for this report are Alethea Wilson (719212) and Zoe Davies (719258).

- 8 **Tree Management** - Report of the Assistant Director (Leisure and Community Development)

Summary

The report proposes the adoption of a formal procedure for consultation in respect of tree works and also details progress with regard to the Authority's tree management programme since the autumn of 2009.

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

- 9 **North Warwickshire Green Space Strategy Progress Report** – Report of the Assistant Director (Leisure and Community Development)

Summary

This report informs Members of progress in respect of delivery against the priorities set out in the North Warwickshire Green Space Strategy and presents the supporting Action Plan for Year 4 of the Strategy for approval.

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

- 10 **Provision and Management of an Artificial Grass Pitch at Queen Elizabeth School and Sports College, Atherstone** – Report of the Assistant Director (Leisure and Community Development)

This report addresses a proposal for the Borough Council to enter into negotiations with relevant parties to undertake the management of community use of a proposed artificial grass pitch at Queen Elizabeth School and Sports College in Atherstone.

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

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

- 11 **North Warwickshire Play Strategy** – Report of the Assistant Director (Leisure and Community Development)

Summary

The purpose of this report is to inform Members of the progress being made in the delivery of the North Warwickshire Play Strategy, which exists to provide a co-ordinated approach to play provision and development throughout the Borough.

The Contact Officers for this report are Jaki Douglas (719492) and Jessica Grove (719220)

- 12 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April - December 2010** - 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 April to December 2010.

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

- 13 **Minutes of the Joint Environment, Health, Well-being and Leisure Portfolio Group meeting held on 7 March 2011** – copies herewith.
- 14 **Warwickshire Waste Partnership Business Plan** – Report of the Assistant Director (Streetscape) – To follow.

Summary

This report proposes that the Board endorse the content of the Warwickshire Waste Partnership Business Plan for 2011/12. The document details the ongoing aims and commitments of the Partnership.

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

PART C – EXEMPT INFORMATION (GOLD PAPERS)

- 15 **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.

- 16 **Recycling Officer – Temporary Post** – 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

24 January 2011

Present: Councillor May in the Chair

Councillors L Dirveiks, Fox, Freer, Gordon, Lewis, M Moss, Phillips, Pickard, Sherratt, Smitten, Y Stanley and Wykes.

An apology for absence was received from Councillor Payne.

32 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillors Fox and May and membership of the various Town/Parish Councils of Councillors Fox (Shustoke), Freer (Atherstone), Lewis (Kingsbury), M Moss (Kingsbury), Phillips (Kingsbury), Sherratt (Coleshill), Smitten (Polesworth) and Y Stanley (Polesworth) were deemed to be declared at the meeting.

Councillor Smitten declared a personal interest in Minute No. 36 Financial Assistance to Outside Organisations and Minute No. 37 Leisure and Community Development Division – Proposed Revenue Savings 2011/12 by reason of being a trustee of the Citizens Advice Bureau.

Councillors Phillips and Lewis declared personal interests in Minute No. 36 Financial Assistance to Outside Organisations and Minute No. 37 Leisure and Community Development Division – Proposed Revenue Savings 2011/12 by reason of being members of NWCAVA Local Members Committee.

33 **Minutes**

The minutes of the meeting held on 4 October 2010, copies having been previously circulated were approved as a correct record and signed by the Chairman.

34 **Corporate Plan 2011-12**

The Board's approval was sought to those parts of the Corporate Plan for which the Board was responsible. Members were also asked to agree the 2011-12 Service Plans for the Leisure and Community Development, Streetscape and Environmental Divisions.

Recommendation to the Executive Board:

- a That the Executive Board be recommended to agree those parts of the Corporate Plan for which the Community and Environment Board is responsible**

as set out in Appendix A to the report of the Chief Executive; and

Resolved:

- b That the Service Plans as set out in Appendix B to the report of the Chief Executive, be approved.**

35 General Fund Fees and Charges 2011/12

The Board was asked to consider the fees and charges for 2010/11 and the proposed fees and charges for 2011/12.

Resolved:

That the schedule of fees and charges as set out in Appendix A to the report, be accepted.

36 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 the second year of its three-year countywide agreement and the other from North Warwickshire Citizens Advice Bureau (NWCAB).

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 an award of £10,759 for the second year of the three-year countywide contract be approved; and**
- b That the draft 2011 Service Level Agreement for further negotiation with NWCAB and the proposed financial award for 2011/12 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.**

37 Leisure and Community Development Division – Proposed 2011/12 Revenue Savings

The Assistant Director presented potential areas for revenue savings within the Leisure and Community Development Division for inclusion in the 2011/12 revenue estimates.

Recommendation to the Executive Board:

- a That the proposed budget savings within the Leisure and Community Development Division be included in the 2011/12 revenue estimates; and**
- b That as part of the preparation of the annual budget setting process consideration be given to the need to make provision for arts services in the Borough.**

38 Proposed 2011/12 Revenue Savings

The Assistant Chief Executive and Solicitor to the Council presented potential areas for revenue budget savings for inclusion in the 2011/12 revenue estimates.

Recommendation to the Executive Board:

That the savings identified in the report of the Assistant Chief Executive and Solicitor to the Council be included in the 2011/12 revenue estimates.

39 Recycling Promotion

The Assistant Director (Streetscape) highlighted some of the work carried out recently to promote the Council's recycling services and sought the Board's approval to reduce the budget for recycling promotion by £5,000 from 2011/12 onwards as part of savings identified within the Streetscape Division.

Resolved:

- a That the contents of the report of the Assistant Director (Streetscape), be noted; and**

Recommendation to Executive Board:

- b That a reduction of £5,000 in the annual budget for recycling promotion, be approved.**

40 Waste Management: Sub-Regional Working

The Assistant Director (Streetscape) summarised the work which was being undertaken by Warwickshire's County and District Councils in partnership with Coventry MBC and Solihull MBC on a variety of waste management services. The aims of the programme being followed by the partners were to improve service delivery, increase efficiency and reduce costs through greater collaborative working, joint procurement and sharing of best practice.

Resolved:

- a That the contents of the report of the Assistant Director (Streetscape) be noted; and**

- b That the potential impacts of the work programme for this authority, be noted.**

41 General Fund Revenue Estimates 2011/12

The Deputy Chief Executive detailed the revised budget for 2010/11 and an estimate of expenditure for 2011/12, together with forward commitments for 2012/13, 2013/14 and 2014/15.

Resolved:

- a That the revised budget for 2010/11, be accepted;**

Recommendation to Executive Board:

- b That the growth item for 2011/12, as set out in paragraph 7.1 of the report of the Deputy Chief Executive, be approved; and**
- c That the Estimates of Expenditure for 2011/12 as submitted in the report of the Deputy Chief Executive be accepted, and included in the Council's overall budget for 2011/12.**

42 Capital Programme 2011/12 to 2013/14

The Assistant Director (Finance and Human Resources) detailed proposals for schemes to be included within the Council's capital programme over the next three years.

Resolved:

- a That the scheme previously approved within the Council's three-year capital programme, be supported; and**
- b That the schemes which will not be included within the capital programme, be noted.**

43 Leisure Facilities Bank Holiday Opening

As requested previously by the Board, the Assistant Director (Leisure and Community Development) provided the indicative costs of opening leisure facilities on Bank Holidays.

Resolved:

That in view of the identified cost and service implications associated with opening leisure centres on Bank Holidays, the originally proposed schedule of facility closures, as set out in paragraph 3.1 of the report of the Assistant Director (Leisure and Community Development), be approved.

44 Play Area Development Programme

The Board was informed of progress in respect of the implementation of the Play Area Development Programme.

Resolved:

- a That progress in respect of the Play Area Development Programme be noted and approved;**
- b That Baxterley Parish Council's offer of funding towards the renewal of play facilities at the recreation ground in the village, be accepted;**
- c That the proposal to extend the current contract with Wicksteed Leisure Ltd, in accordance with Contract Standing Order 5.5.(5), be approved; and**

Recommendation to Executive Board:

- d That a growth bid in respect of ongoing maintenance and replacement costs for the proposed new play facilities at Baxterley Recreation Ground from 2012/13, be approved.**

45 Parks, Open Spaces and Horticultural Service Performance and Grounds Maintenance Service Review

The Assistant Director (Leisure and Community Development) updated the Board with regard to the annual benchmarking exercise for parks, open spaces and horticultural services, advised on progress of the Grounds Maintenance Service Review and sought approval of the new Grounds Maintenance Specification and its proposed implementation with effect from April 2011.

Resolved:

- a That the performance of the Parks, Open Spaces and Horticultural Service, be noted;**

- b That the progress in respect of the approach being taken to improve service standards, be noted;**
- c That the new Grounds Maintenance Specification, be approved; and**
- d That subject to there being no adverse impact on the Council's 2011/12 revenue budget, a phased implementation of the new Grounds Maintenance Specification, as set out in the report of the Assistant Director (Leisure and Community Development) be undertaken with effect from April 2011.**

46 Private Water Supplies Regulations 2009

The Assistant Chief Executive and Solicitor to the Council informed the Board of the requirements of the Private Water Supplies Regulations 2009, the implications for this Authority and sought approval of a scale of charges to be levied for risk assessment and sampling visits.

Resolved:

That the scale of charges as detailed in the report of the Assistant Chief Executive and Solicitor to the Council be agreed.

47 Progress Report on Achievement of Corporate Plan and Performance Indicator targets April – September 2010

Members were informed of progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Community and Environment Board for April to September 2010.

Resolved:

That the report be noted.

M May
Chairman

Agenda Item No 6

Community and Environment Board

21 March 2011

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

Local Nature Reserves Project

1 Summary

- 1.1 This report informs Members of the progress being made with respect to the Local Nature Reserves Project.

Recommendation to the Board

That the progress being made in respect of the Local Nature Reserves Project, as set out in the report, be noted and approved.

2 Consultation

2.1 Portfolio Holder, Shadow Portfolio Holder and Ward Members

- 2.1.1 The Portfolio and Shadow Portfolio Holders for Countryside and Heritage, Safer Communities, Health, Well-being and Leisure, Environment, Community Life and Resources, together with all appropriate Ward Members, have had the opportunity to comment on the content of this report.

3 Introduction

- 3.1 North Warwickshire is currently the only local authority area in Warwickshire with no designated Local Nature Reserves (LNRs). The need to develop LNRs in the Borough was first highlighted in the previous North Warwickshire Sustainable Community Plan, which included a commitment to create five Local Nature Reserve sites by 2008. From this commitment, three sites (in Arley, Atherstone and Kingsbury) were also included in the Local Development Framework as potential Local Nature Reserves.
- 3.2 A Local Nature Reserve is a statutory designation made by principal local authorities under Section 21 of the National Parks and Access to the Countryside Act 1949, as amended by Schedule 11 of the Natural Environment and Rural Communities Act 2006. Natural England recommends that local authorities should provide at least one hectare (2.4 acres) of LNR space per 1000 population.

- 3.3 Natural England, the Government body that oversees the designation of LNRs, gives the following benefits for local authorities in declaring land as an LNR:
- increase people's awareness and enjoyment of their natural environment
 - provide an ideal environment for everyone to learn about and study nature
 - help to build relationships with national and local nature conservation organisations and local people
 - protect wildlife habitats and natural features
 - provide a great opportunity for people to become involved in managing their local environment
 - offer a positive use for land that they would prefer was left undeveloped
 - make it possible to apply bye-laws that can help in managing and protecting the site.
- 3.4 The need for Local Nature Reserves in North Warwickshire was further highlighted in the North Warwickshire Green Space Strategy, which identified a number of opportunities that could be met through the creation of Local Nature Reserves, such as the need for management plans that focused on biodiversity and the need for greater community involvement in the development of green spaces.
- 3.5 To this end, in May 2010, an application was submitted to the Access to Nature Programme, a funding stream administered by Natural England on behalf of the Big Lottery, to create four Local Nature Reserve sites, which would be used, managed and valued by the surrounding communities and that would provide valuable habitats, increased biodiversity and educational opportunities.
- 3.6 The funding bid was led by the Borough Council in partnership with Warwickshire Wildlife Trust, Groundwork and the British Trust for Conservation Volunteers. Significant consultation with local groups, organisations and individuals was carried out in advance of the submission and the results incorporated into the final project plan.
- 3.7 In September 2010, the project was awarded £225,249 by Natural England towards the total projected costs of £297,814. Match funding of £72,563 has been identified, as set out in paragraph 8.1 below. The Borough Council will be the accountable body for the project.

4 **Project Summary**

- 4.1 The Project is funded until October 2013 and will designate the following four sites as Local Nature Reserves:

- Kingsbury - Linear Park (off Coventry Road)
- New Arley – Dafferns Wood
- Polesworth – Abbey Green Park (River Anker area)
- Coleshill – Cole End Park (area south of the River Cole)

4.2 Kingsbury and New Arley will be delivered in phase 1 of the project (March 2011 to October 2012), whilst Polesworth and Coleshill will be delivered in phase 2 (January 2012 to October 2013).

4.3 The project has three core strands: physical improvement work to the sites, community engagement and youth engagement.

5 **Physical Improvement Work**

5.1 Through the project, each site will benefit from access improvements, improved signage and the installation of interpretation boards. Additionally, the wildlife habitats on each site will be enhanced and improved.

5.2 A management plan for each site will be developed by Warwickshire Wildlife Trust in consultation with the local community, the Borough Council and other interested parties.

5.3 An access audit will be carried out at each site, subsequent to which proposals will be established for the means by which access could be improved within each location.

5.4 In sites where issues have been identified relating to any illegal or inappropriate access (for example, by motorbikes), opportunities for creating physical barriers that also meet community access needs will be investigated in consultation with the relevant authorities.

6 **Community Engagement**

6.1 Warwickshire Wildlife Trust (WWT) is employing a Wild Play and Community Co-ordinator on a short-term contract to the end of September 2013 to co-ordinate and deliver community engagement within the Project. It is currently anticipated that an officer will be in post by the end of March 2011.

6.2 A “Friends Group” will be set up for each site. This Group will be integrally involved in the future management and development of the LNRs.

6.3 Within the context of the project, WWT will deliver 24 Wild Play sessions at each location for children aged between 7 and 10 years. It will also deliver 12 family sessions at each site. Activities are likely to include bat walks, bug hunts, pond dipping, den building and story telling.

6.4 The British Trust for Conservation Volunteers will deliver up to nine practical conservation days on each site. People living within the four catchment communities will have the opportunity to take part in working parties where they can join in with conservation and improvement activities at their local site.

The activities in which the working parties will be involved include: building board walks, the removal of non-native species, planting, the reshaping of river banks, reed removal and rubbish clearance.

7 Youth Engagement

- 7.1 Groundwork West Midlands is employing an Environmental Youth Worker to co-ordinate and deliver the youth engagement strand of the project. Again, it is anticipated that the successful candidate will be in post by the end of March.
- 7.2 Groundwork will deliver 24 Green Team activities at each site, aimed at engaging with young people between the ages of 16 and 19 years. These activities will include taking part in practical conservation work, creating digital media pieces based on their experiences of the spaces and helping to run events and raise funds. Groundwork will work with schools, colleges and youth organisations to target young people who would most benefit from the project activities.
- 7.3 Groundwork will also deliver 28 Young Warden activities aimed at engaging with 10 to 12 year old young people. This initiative will include nature study and surveying, practical conservation work and the creation of interpretation features for the sites. Groundwork will engage with schools, the Extended Schools Service and youth and uniformed groups to target young people.
- 7.4 For those young people who regularly attend activities at the sites, there will be opportunities to use the practical experience they gain to achieve accredited qualifications through, for example, the ASDAN short courses and/or the John Muir Award. The former helps contribute points towards GCSE qualifications and is often delivered by schools in order to support those young people who do not respond well to traditional teaching methods. Participation in activities on these sites will enable schools to offer the environment related awards, often for the first time.

8 Report Implications

8.1 Finance and Value for Money Implications

- 8.1.1 The total project cost is estimated to be £297,814. Funding of £225,249 has been awarded to the project by Natural England.
- 8.1.2 Acceptance of the Access to Nature Funding commits the Borough Council, as the accountable body, to finding the required match funding at a minimum of 24.37% of the project costs. Based on current estimates of project costs this equates to £72,577. Given the extent of match funding already secured and approved funding allocated from the Authority's revenue budget this sum has already been achieved, as follows:
- £30,000, over three years, from the Allotments and Biodiversity revenue budget (as approved by Resources Board at its meeting in July 2009).

- £15,000 Section 106 developer contributions (for work at Dafferns Wood)
- £8,300 Woodland Improvement Grant from the Forestry Commission (for work at Dafferns Wood, subject to a successful funding bid)
- £7,000 from the Community Partnership Narrowing the Gaps fund (for youth engagement work at Kingsbury)
- £12,263 in kind match funding (officer time).

8.1.3 The Borough Council will pay invoices from partner organisations in advance of receiving funding from Natural England. It will, therefore, be necessary for all claims from partner organisations to be vetted in advance of payment in order to ensure that the information provided meets the requirements of the Access to Nature Programme and will not prevent the Council's claims from being accepted.

8.2 Safer Communities Implications

8.2.1 Actions to address safer communities concerns raised during consultation for the project, such as the fear of anti-social behaviour at the sites, have been built into the project plan. Officers will continue to liaise with Warwickshire Police and other agencies to address any issues which arise during the delivery of the project.

8.3 Legal and Human Rights Implications

8.3.1 The Borough Council has legal powers to declare a site under its ownership as a Local Nature Reserve under the National Parks and Access to the Countryside Act 1949.

8.3.2 The designation of a site as an LNR places an obligation on the Borough Council in respect of its future management. Sites should be managed with the conservation of nature and the maintenance of special opportunities for study, research or enjoyment of nature as the main concerns. Additionally, LNRs are noted as sites of nature conservation in the planning framework and, therefore, have some protection against development.

8.3.3 The declaration of a site as an LNR permits bye-laws to be applied to protect the site from undesirable and unacceptable activities.

8.4 Environment and Sustainability Implications

8.4.1 The Local Nature Reserves Project will have a positive impact on North Warwickshire's environment and incorporates measures that work towards the sustainability of project activities and infrastructure.

8.5 Risk Management Implications

8.5.1 The risks associated with this project are attached.

8.6 Equalities Implications

8.6.1 The project has been designed with a focus on inclusion. An initial Equality Impact Assessment has been completed and is attached to this report.

8.7 Links to Council's Priorities

8.7.1 The implementation of the Local Nature Reserves Project contributes directly to the corporate priorities to:

- Enhance community involvement and access to services
- Protect and improve our environment
- Defend and improve our countryside and rural heritage
- Tackle health inequalities through improving well-being and providing leisure opportunities to all of our citizens
- Work with our partners to tackle crime, the fear of crime and anti-social behaviour
- Make best use of our resources

8.7.2 The implementation of the Local Nature Reserves Project 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

8.7.3 Further, the implementation of the Local Nature Reserves Project delivers against priorities set out in the North Warwickshire Green Space Strategy.

The Contact Officers for this report are Alethea Wilson (719212) and Zoe Davies (719258).

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 Resources Board	6 July 2009

Equality Impact Assessment Summary Sheet

Please complete the following table summarised from the equality impact assessment form. This should be completed and attached to relevant Board reports.

Name of Policy Procedure/Service	Local Nature Reserves
Officer Responsible for assessment	Zoe Davies

Does this policy /procedure /service have any differential impact on the following equality groups /people

- (a) Is there a positive impact on any of the equality target groups or contribute to promoting equal opportunities and improve relations or:
- (b) could there be a negative impact on any of the equality target groups i.e. disadvantage them in any way

Equality Group	Positive impact	Negative impact	Reasons/Comments
Racial			
Gender			
Disabled people	Y		Access audits to be undertaken – closely working with the Circles Network / Woodlands School
Gay, Lesbian and Bisexual people			
Older/Younger people	Y		Youth worker employed to engage specifically with young people and provide positive activities. Anti-social behaviour concerns raised at consultation stage which is why this role was included in the bid.
Religion and Beliefs			
People having dependents caring responsibilities			
People having an offending past			
Transgender people			

If you have answered **No** to any of the above please give your reasons below

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Please indicate if you believe that this document should proceed to further Impact assessment – No, needs no further action

Service: Partnership and Development			Corporate Objective:				Priority: GREEN			
Ref	Risk: Title/Description	Consequence	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Gross Risk Rating	Responsible Officer	Existing Control Procedures	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Net Risk Rating
PD05	Failure to correctly implement/ manage grant aided projects	<p>Loss of 'community' opportunity</p> <p>Bad Publicity</p> <p>Having to return (or not draw down) funding allocated to North Warwickshire</p> <p>Organisation 'black listed' resulting in more difficult to make successful applications</p>	4	3	12	AD(LCD)	<p>Financial returns undertaken with Financial Division input / assistance</p> <p>Large projects include annual progress reports to the Community and Environment Board</p> <p>Large partnership projects to have legal partnership document in place identifying roles, responsibilities and liabilities</p> <p>Large projects to have internal 'management group' to check progress and returns.</p> <p>Appropriately trained and knowledgeable staff</p> <p>Ensure risk template completed for each grant and reported to board as appropriate.</p>	2	3	6
Risk Ref	Options for additional / replacement control procedure						Cost Resources	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Net Risk Rating

Completed By: Jaki Douglas / L&CD DMT

Risk Register

The table below shows the main risks associated with the Local Nature Reserves Project and the mitigation measures that have been put into place to reduce their likelihood and impact

No.	Risk	Result	Mitigation
2	Failure to attract participants	Scale and impact of project reduced Outcomes not met Funding reduced or withdrawn	Work with existing local organisations Undertake consultation to assess what community wants Run taster sessions and “hook” activities to build interest in project Planned publicity throughout project Ensure planning takes into account seasons (weather / daylight)
3	Failure to recruit staff	Delayed start to project Outcomes not met Funding reduced or withdrawn	Advertise widely making use of partner organisations Ensure job descriptions and person specifications are appropriate and attractive
4	Milestones are not met	Programme delivery slips Outcomes not met Funding reduced or withdrawn Partners drop out or project Community disengage with project	Establish clear delivery plan from onset Regular review meetings Robust partnership agreement and service level agreements/contracts where appropriate Use tried and tested project management systems Negotiate with funding body at earliest opportunity
5	Volunteers do not come forward	Outcomes not met Sustainability of project affected Community ownership of project affected Funding reduced or withdrawn Improvement work not completed on time and budget	Use expertise and gain support of Council for Voluntary Service to ensure right approach is taken Work with local volunteer groups – Revolve, Volunteer Centre etc Gain support of existing volunteers to help with peer promotion Consider alternatives for improvement work – BTCV members / contractors
6	Loss of key project personnel	Project delivery slips Outcomes not met Funding reduced or withdrawn Unable to complete certain aspects of project	Partnership agreement that sets out responsibilities and ensures alternative/replacement staff are provided. Ensure on-going dialogue with partners so planning measures can be put in place
7	Costs escalate e.g. through miscalculation, inflation or due to vandalism on sites	Secured funding not enough to deliver project outcomes Project scaled back Outcomes not met Funding reduced or withdrawn	Ensure project budget is accurate and realistic Follow procurement policies to ensure value for money Fully cost all capital works in advance of improvement work commencing (with agreement from funding body) Engage community and young people to reduce risk of vandalism and ensure monitoring of sites through Friends Groups and Neighbourhood Watch / Police Ensure contingency available through existing NWBC management budgets
8	Significant changes in priorities of organisations involved	Project scaled back – some project activities do not take place Outcomes not met Funding reduced or withdrawn	Partnership agreement with commitment to lifetime of project Ensure project meets core strategic aims of partners
9	Problems with permissions for improvement work	Project scaled back Project delivery slips Milestones not met	Ensure regular dialogue with partner organisations e.g. Environment Agency Ensure permissions in place at earliest opportunity
10	Significant injury to member of public or staff during project activities	Reputation of partner organisations negatively affected Community engagement affected Outcomes and milestones not met	Ensure health and safety policies are in place and are complied with Training of staff in health and safety, first aid, child protection Risk assessments carried out for all project activities

Likelihood and Impact of Risks

The table below summarises the likelihood of the above risks taking place and the severity of their impact should they occur.

LIKELIHOOD

Very High				
High				
Significant				
Low		6, 7	1, 3	
Very Low		9, 10	2, 4, 5	
Almost Impossible		8		
	Negligible	Marginal	Critical	Catastrophic

IMPACT

 = Unacceptable risk – immediate control improvement required

 = Acceptable risk – needs close monitoring

 = Acceptable risk – needs regular review, low-cost improvements

Discussion of findings

All risks fall within the acceptable risk category when mitigation measures are in place. Greatest attention needs to be given to: securing all match funding; ensuring staff recruitment is successful; ensuring key staff are in place for the project lifetime; ensuring project costs do not escalate; ensuring community engagement and ensuring that the project stays on timescale so that milestones are met.

The project has been planned with these considerations in mind. For example a Partnership Agreement will be agreed in advance of the project commencement. This will involve a commitment from partners to the delivery of the project outcomes through the agreed milestones. The outcomes and milestones have been agreed by all partners as realistic and achievable. Additionally the project has been planned following consultation to determine interest, with a strong communication angle and with the involvement of a range of local organisations in order to secure engagement of communities in the 4 areas. Where match funding is not already secure the process of securing that funding is underway and has been carried out in consultation with the relevant funding organisations.

Each activity which takes place as part of the project will be individually risk assessed following the guidelines laid out in the Partnership Agreement.

Agenda Item No 7

Community and Environment Board

21 March 2011

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

**Allotments Development
Programme**

1 Summary

- 1.1 This report sets out progress in respect of the implementation of the Allotments Development Programme and seeks Members' approval of an approach proposed in respect of future projects.

Recommendation to the Board

- a That progress in respect of the Allotment Development Programme, as set out in the report and detailed in Appendix A, be noted and approved;**
- b That the proposal to prioritise future support towards the development of allotments in the Kingsbury area be approved; and**
- c That the proposal to work in partnership with the North Warwickshire Allotment Federation to assist local communities in Atherstone to bring underused land back into productive use be approved.**

2 Consultation

2.1 Portfolio Holder, Shadow Portfolio Holder and Ward Members

- 2.1.1 The Portfolio and Shadow Portfolio Holders for Countryside and Heritage, Safer Communities, Health, Well-being and Leisure, Environment, Community Life and Resources, together with all appropriate Ward Members, have had the opportunity to comment on the content of this report.

3 Introduction

- 3.1 A progress report on the Allotments Development Programme was presented to the Board at its meeting held in October 2010. The latest position in respect of the Development Programme is summarised in the Action Plan attached at Appendix A. The Action Plan provides for the development of

...

allotments in the Borough within the context of the North Warwickshire Green Space Strategy (2008 to 2018) and the Council's Allotments Policy Statement, which together provide the framework guiding work in this area of activity.

4 North Warwickshire Allotment Federation

4.1 The Authority continues to support the North Warwickshire Allotment Federation, which is now in its third year of activity. Since the last report to this Board in October 2010, the Federation has completed a mapping exercise of allotment sites in the Borough. It visited and gathered information on 26 sites, including contact information, ownership, the number of plots and the size of the current waiting list. The mapping exercise identifies that North Warwickshire has nearly 650 plots and over 100 people waiting for plots. There is a gap in provision in the west of the Borough, with no sites in the Kingsbury "area of need" until the proposed new site at Hurley is developed. The data collected through the mapping exercise was sent to the Warwickshire Observatory so that it could be presented in a visual format, the resulting map is attached at Appendix B.

...

4.2 The Federation held its third AGM in January, which was attended by 26 people representing 14 allotment sites. Events planned for the forthcoming year include a trip to a Nuneaton Allotment site, a fund raising quiz night and the annual awards competition.

5 Hurley

5.1 As reported to the Board in October 2010, officers are working with the newly formed Hurley Allotment Association to lease Warwickshire County Council owned land at Holly Farm, Knowle Hill, for allotment use.

5.2 Residents surrounding the Holly Farm land have been notified of the plans and a community meeting was held on the 14 January to discuss arrangements with interested parties. Concerns regarding car parking and maintenance of the unadopted access road were raised and measures to address these were agreed with Warwickshire County Council. A programme is currently being drawn up with the Allotment Association to guide development of the site.

5.3 A Heads of Terms agreement has been signed between the Association and the County Council. As agreed by the Board, a letter has been sent from the Borough Council agreeing to underwrite a bond in the sum of £1,700 for the first three years following commencement of the lease and a grant to cover the first year's rent of £250 has been paid to the Association.

5.4 It is expected that the full lease will be signed by the Association by the start of March 2011 and that immediately following this work will begin to prepare the land for allotment use.

6 Ansley Common – Bretts Hall

- 6.1 At its meeting held in October 2010 the Board was informed of the proposal to install more secure boundary fencing to the allotment site at Bretts Hall in Ansley Common. This work was completed in November 2010 and has been very well received by the Allotment Association, which will now be able to bring more land into use as allotments. The new plots that will be created have already been allocated to interested individuals.
- 6.2 Officers continue to work with the Allotment Association to complete development of the land. There continues to be a multi-agency approach to securing the future of the site, with the restorative justice team recently being involved following a minor incidence of vandalism to the new fence. The offenders will now help with the development of the site.

7 Future Projects

- 7.1 The mapping exercise, detailed at paragraph 4 above, has shown that the most significant gap in provision is in the west of the Borough, especially in the Kingsbury area, which confirms the findings of the Open Spaces, Sports and Recreation Study (PPG17 Audit). Although the proposed development at Hurley will go some way towards addressing the undersupply in the parish of Kingsbury, it falls into a separate sub-area to the village of Kingsbury itself, so will not meet all of the identified need.
- 7.2 Members will be aware that there has previously been discussion about developing an allotment site in Mancetter. The mapping exercise again supports the findings of the PPG17 Study, in that there is a sufficient supply of allotment land in the Atherstone and Mancetter sub-area, but that much of this land is underused. There has also been no recent pressure or notified interest from the local community to provide allotments in Mancetter.
- 7.3 It is, therefore, proposed that future priority should be given to supporting any proposals that come forward to develop allotments in the Kingsbury area, but also that, in partnership with the North Warwickshire Allotment Federation, assistance should be given to local communities in Atherstone to bring underused land back into productive use, rather than seeking to make new provision in Mancetter at this stage. There is sufficient funding available in the Allotments Improvement Reserve to support these proposed actions, particularly if used as match funding to attract external financial assistance. The Action Plan at Appendix A has been amended to reflect this proposal.

8 Report Implications

8.1 Finance and Value for Money Implications

- 8.1.1 £10,000 has been allocated from the approved 2010/11 Allotments and Biodiversity budget for the establishment of allotments on the County Council owned site at Knowle Hill, Hurley.

8.1.2 A further £20,000 is available in the Allotments Improvement Reserve to support other projects.

8.2 Safer Communities Implications

8.2.1 Community engagement at allotment sites can contribute to a reduction in crime and anti-social behaviour, both directly by offering positive activities and indirectly by changing the perception of an area through good land management and an increased community presence. Well-managed allotment sites make a valuable contribution to the pride and well-being of local communities and help to ensure that these areas are less vulnerable to vandalism and flytipping.

8.2.2 Specific action, set out in paragraph 6 above, has been undertaken in respect of community safety issues at Bretts Hall Allotments in Ansley Common.

8.3 Legal and Human Rights Implications

8.3.1 Any improvements undertaken to new or existing allotment sites will be compliant with all relevant legislation.

8.4 Environment and Sustainability Implications

8.4.1 Regeneration of allotment sites offers the opportunity for community engagement in sustainable food production, composting of green waste and wildlife-friendly land management. As such, related activity affords opportunities for constructive and healthy activity within communities, an improvement of the local environment, enhanced social inclusion and heightened individual and collective quality of life.

8.5 Risk Management Implications

8.5.1 The risk management implications of the Allotments Development Programme have been addressed in previous reports to the Board.

8.6 Equalities Implications

8.6.1 The equalities implications of the Allotments Development Programme have been addressed in previous reports to the Board.

8.7 Links to Council's Priorities

8.7.1 The implementation of the Allotments Development Programme contributes directly to the corporate priorities to:

- Enhance community involvement and access to services
- Protect and improve our environment
- Defend and improve our countryside and rural heritage
- Tackle health inequalities through improving well-being and providing leisure opportunities to all of our citizens

- Work with our partners to tackle crime, the fear of crime and anti-social behaviour
- Make best use of our resources

8.7.2 The implementation of the Allotments Development Programme also 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

8.7.3 Further, the implementation of the Allotments Development Programme delivers against priorities set out in the North Warwickshire Green Space Strategy and the Authority's Allotments Policy Statement.

The Contact Officers for this report are Alethea Wilson (719212) and Zoe Davies (719258).

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 (Allotments Development Programme)	March 2010
2	Assistant Director (Leisure and Community Development)	Report to Community and Environment Board (Allotments Development Programme)	October 2010

Objective	Action	Timescale	Resources	Responsible Officer	Progress
DELIVERY AGAINST THE STRATEGIC PRIORITIES OF THE NORTH WARWICKSHIRE GREEN SPACE STRATEGY					
Establish a framework to enable the Borough Council to contribute to delivery of key priorities SP017 and SP018 of the North Warwickshire Green Space Strategy	Prepare an Allotments Policy Statement for approval by Members	December 2008	Staff time	LM / CDO(E)	Complete – policy Statement approved at C.& E Board in January 2009
In accordance with key priority SP017 support the establishment of a federation of allotments associations for North Warwickshire	Carry out consultation with allotment associations to establish demand for a federation and to determine a way forward	December 2008	staff time and volunteer time £1000 grant from WCC	CDO(E)	Complete - North Warwickshire Allotment Federation constituted
	Establish a framework through an SLA to support the continuing development of the Allotment Federation and ensure funding is available to enable delivery	March 2009	staff and volunteer time £1000 in 2008/09, £750 in 2009/10, £500 per annum thereafter	CDO(E) / Federation / LM	Complete - SLA in place and funding identified in existing budget
	Establish an annual prize giving event	March 2009	staff and volunteer time	Federation / CDO(E)	Annual event established to take place in September.

Objective	Action	Timescale	Resources	Responsible Officer	Progress
PROJECTS					
New Arley Gun Hill					
In accordance with key priority SP018 of the North Warwickshire Green Space Strategy support the local community to establish an Allotment Association and bring about the regeneration of the former site at Gun Hill, New Arley					Complete
Warton					
In accordance with key priority SP018 of the North Warwickshire Green Space Strategy support the local community to establish an Allotment Association and bring about the regeneration of the former site at Waverton Avenue, Warton					Regeneration of allotments complete - wildlife area on hold pending proposals to develop housing on part of the site
Mancetter					
In accordance with key priority SP018 of the North Warwickshire Green Space Strategy support the local community to establish an Allotment Association and bring about the development of a site in Mancetter	Carry out community and member consultation to determine the way forward with regard to land at Ramsden Road, Mancetter	October 2008	staff time	LM / CDO(E)	C. & E. Board October 2008 determined not to progress with this site – matter referred to Corporate Property Officer Dec 2008 for future consideration.

Objective	Action	Timescale	Resources	Responsible Officer	Progress
In accordance with key priority SP018 of the North Warwickshire Green Space Strategy support the local community to establish an Allotment Association and bring about the development of a site in Mancetter <i>continued....</i>	Confirm the need for further allotment land in Mancetter	August 2010	staff and volunteer time	CDO(E) / Federation	Mapping exercise carried out by the North Warwickshire Federation determined sufficient supply of allotment land in the Atherstone & Mancetter area but identified significant under-use. No further action at this time.
Hurley					
In accordance with key priority SP018 of the North Warwickshire Green Space Strategy, and in response to a petition from local residents, support the local community to establish an Allotment Association and bring about the development of a site in Hurley	Carry out community consultation to determine feasibility and the way forward for the establishment and long-term management of a site	Summer 2010	staff time	CDO(E) / LM	Allotment Association set up and working towards formal constitution.

Lead Officer: Alethea Wilson

Objective	Action	Timescale	Resources	Responsible Officer	Progress
In accordance with key priority SP018 of the North Warwickshire Green Space Strategy, and in response to a petition from local residents, support the local community to establish an Allotment Association and bring about the development of a site in Hurley <i>continued</i>	Secure a new site for allotment provision in Hurley subject to confirmation of community interest - confirm the availability of a potential site identified off Queensway	April 2010	staff time	LM	Community interest confirmed – request for the use of the land off Queens Way approved by Resources Board in April 2010 but objections lodged by neighbouring residents. Discussions with Warwickshire County Council have secured an alternative site at Knowle Hill.
	Subject to availability of a site prepare the land for handover to an Allotment Association	Spring 2011	staff and volunteer time £10,000 from the revenue budget	Allotment Association / LM / CDO(E)	Site preparation expected to commence in late February 2011.
Ansley Common, Bretts Hall					
In accordance with area priority AP027 of the North Warwickshire Green Space Strategy and the Safer Neighbourhoods Action Plan develop an improvement plan for the Bretts Hall Allotments site in Ansley Common	As a first step secure the site by the installation of more robust boundary fencing	March 2010	£25,000 from earmarked reserves	LM	Complete
	Work with the Allotment Association to ensure that it is properly constituted and has a sustainable plan for future site management	March 2012	Staff time	LM / CDO(E)	In progress

Lead Officer: Alethea Wilson

Objective	Action	Timescale	Resources	Responsible Officer	Progress
Kingsbury					
In accordance with key priority SP018 of the North Warwickshire Green Space Strategy seek opportunities to support the local community to establish allotments in the Kingsbury area.	Carry out community consultation to determine feasibility and the way forward for the establishment and long-term management of a site	March 2013	Staff time	CDO(E) / LM	To be progressed in 2012-2013
Atherstone and Mancetter Area					
In accordance with key priority SP018 of the North Warwickshire Green Space Strategy seek opportunities to support the local community to bring underused allotment land into productive use.	Engage with the North Warwickshire Allotment Federation to determine a way forward to bring about fully productive use of underused sites in the area.	March 2012	Staff time	CDO(E) / LM	To be progressed

Objective	Action	Timescale	Resources	Responsible Officer	Progress
PROJECT MANAGEMENT					
Ensure effective delivery of, and accountability for, the Allotments Development Programme	Review and, if necessary, revise the Allotments Policy Statement annually	annual	staff time	LM / CDO(E)	Revised Policy Statement approved by C. & E. Board March 2010
	Review and, if necessary, revise leasing arrangements for Borough Council sites	June 2010	Staff time	LM	To be progressed

Lead Officer: Alethea Wilson

Objective	Action	Timescale	Resources	Responsible Officer	Progress
Ensure effective delivery of, and accountability for, the Allotments Development Programme <i>continued</i>	Hold regular progress meetings	bi-monthly	staff time	LM/ PDM/ CDO(E)	Ongoing meetings
	Complete risk assessments for the Allotments Development Programme and for each development project	December 2008 and at inception of projects	staff time	LM	Assessments in place
	Complete initial equalities impact needs assessment for the Allotments Policy Framework	December 2008	staff time	LM	Initial EINA completed
	Monitor revenue budget	on-going	Staff time	LM	Monthly finance reports
	Reporting to Members	on-going	staff time	LM / AD(L&CD)	Next report to C. & E. Board in March 2011

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

North Warwickshire Borough

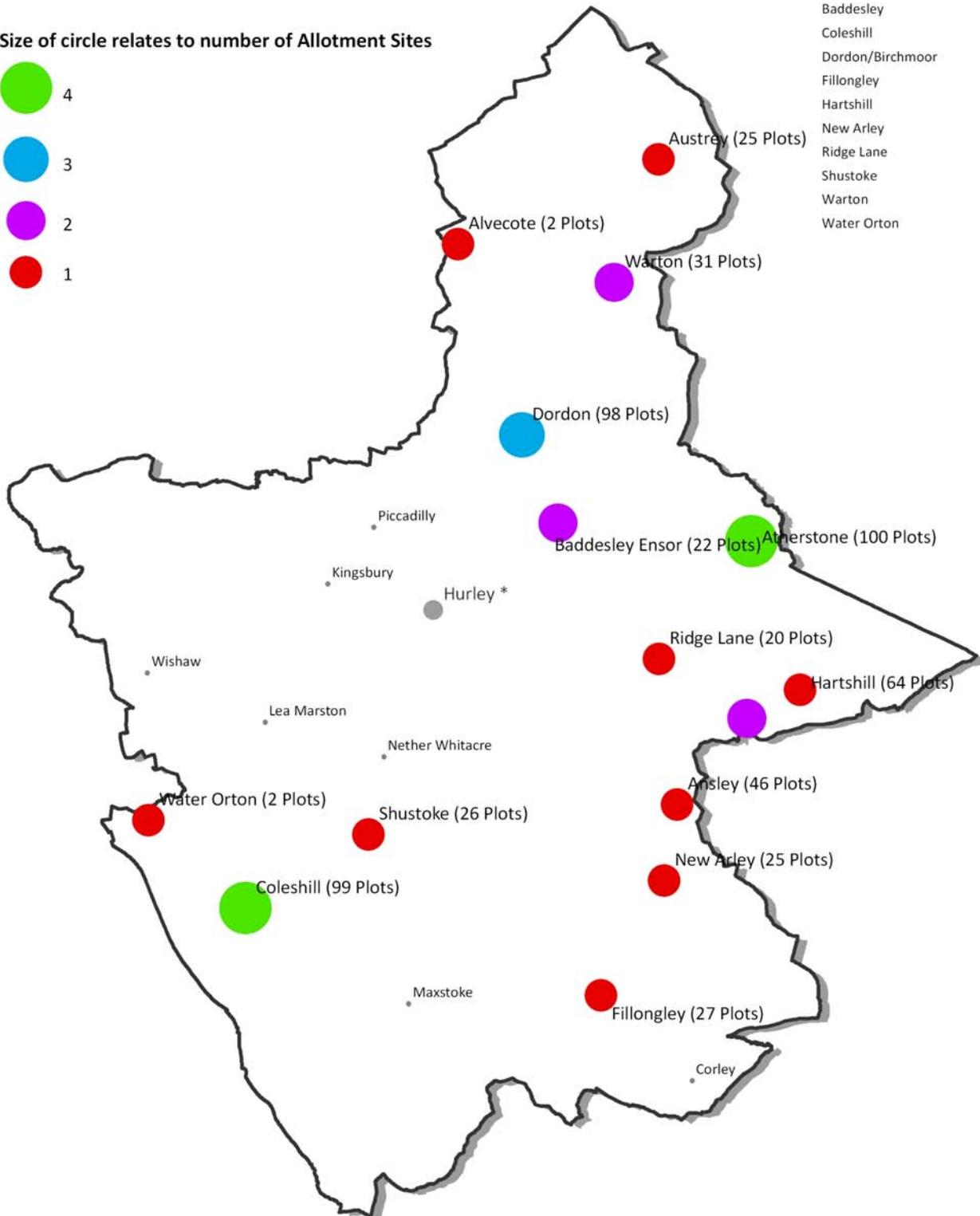
Allotment Sites, February 2011

Size of circle relates to number of Allotment Sites



Waiting Lists (Feb 2011)

Alvecote	0
Ansley Common	7
Ansley Village	5
Atherstone	7
Austrey	6
Baddesley	4
Coleshill	32
Dordon/Birchmoor	24
Fillongley	3
Hartshill	4
New Arley	3
Ridge Lane	3
Shustoke	4
Warton	3
Water Orton	0



* Hurley site in development

Agenda Item No 8

Community and Environment Board

21 March 2011

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

Tree Management

1 Summary

- 1.1 The report proposes the adoption of a formal procedure for consultation in respect of tree works and also details progress with regard to the Authority's tree management programme since the autumn of 2009.

Recommendation to the Board

- a. That the Board approves, or otherwise varies, the proposed consultation procedure in respect of future arboricultural works, as set out in the addendum to the Tree Management Briefing Note at Appendix C; and**
- b. That progress made in respect of the implementation of the tree management programme be noted.**

2 Consultation

2.1 Portfolio Holder, Shadow Portfolio Holder and Ward Members

- 2.1.1 The Portfolio and Shadow Portfolio Holders for Countryside and Heritage, Environment and Resources have had the opportunity to comment on the content of this report.

3 Proposed Addendum to the Tree Management Briefing Note

- 3.1 At its meeting held in March 2010, this Board approved a Briefing Note that provides the Authority with a clear and coherent position statement in respect of its tree management responsibilities, pending the preparation and subsequent adoption of a full Tree Management Policy and Strategy.
- 3.2 Subsequently, between August 2010 and January 2011, a number of reports in respect of works to the Authority's trees have been presented to the Planning and Development Board. The requirement to prepare these reports arose as a consequence of concerns raised in respect of works proposed to

take place in Old Bank House garden, which is within the Atherstone Conservation Area.

- 3.3 Ordinarily, under the Town and Country Planning (Trees) Regulations 1999, the Local Planning Authority must be notified when there is an intention to carry out works to trees within a conservation area in order to determine the need or otherwise for a Tree Preservation Order. If there is no such need then there can be no objection to the proposed works. Consideration of such notifications clearly falls within the remit of the Planning and Development Board.
- 3.4 Under the regulations, local authorities intending to carry out works to their own trees are exempt from the notification procedures. It has been this Authority's approach, however, to notify Development Control of any such intended works, in order to ensure consistency and transparency of practice.
- 3.5 As a consequence of the concerns raised by the Planning and Development Board, a report detailing the Authority's tree management procedures was tabled at its meeting held in January 2011. This report included a proposal to formalise consultation procedures through an addendum to the Tree Management Briefing Note. At that meeting, the Planning and Development Board resolved that "the proposed consultation procedure in respect of future arboricultural contracts be noted, prior to the further consideration and determination of this matter by the Community and Environment Board".
- 3.6 This latest report to the Planning and Development Board, the Tree Management Briefing note and the proposed addendum thereto are attached at Appendices A, B and C respectively. Members are asked to note that in Appendix C it is proposed that any planned works to the Authority's trees within a conservation area will in future be reported to the Planning and Development Board for comment, but that any concerns raised by that Board will be referred to this Board for a decision. Whilst this new procedure is felt to be entirely appropriate, it will necessarily add to existing workloads and may result in minor delays in progressing some arboricultural contracts. The Board, however, is asked to approve the proposed consultation procedure in respect of future arboricultural works.

4 Tree Management Programme

- 4.1 The report at Appendix A provides an overview of the Authority's tree management programme, from which it will be seen that proactive tree inspections resumed after the part-time post of Landscape Officer (Trees) was filled in October 2009 and after the backlog of customer enquiries had been cleared.
- 4.2 A contract was let in 2009/10 for planned works to 60 trees. The next contract, delayed from last autumn as a consequence of the aforementioned need to report to Planning and Development Board, has now been let with works planned to more than 90 trees, of which 60 are due to be felled. The majority of those to be felled are mature conifers on a site adjacent to

Jacksons in New Arley and were damaged by fire. Some replacement planting will be undertaken, whilst having regard to police advice on maintaining sightlines into the adjoining industrial estate. A further contract is due to be let in the near future comprising planned work to around a further 50 trees. Ad hoc works have been carried out to 30 individual trees this year, often where emergencies have arisen following high winds.

- 4.3 A survey has been completed of all of the trees in Cole End Park in Coleshill, of which there are 241 individuals and eight groups. Many of the trees in the park are now over mature and the Crack Willows, in particular, are prone to failure. Recommendations for tree works in the park are being prepared. It is currently considered likely that it will be necessary to fell 31 and to carry out remedial works to a further 67 trees. Clearly, given the prominence of the park in the town and the fact that it is within a conservation area, this will be a sensitive issue requiring careful consultation, including with Ward Members, together with proposals for replacement planting.
- 4.4 Issues concerning trees give rise to a significant number of customer enquiries. The Landscape Management section dealt with 219 such enquiries in 2009/10 and a further 229 have been processed to date this year. Whilst all enquiries are addressed, capacity constraints limit the section's ability to do so in as timely a manner as is desirable. Out of necessity, enquiries have to be prioritised. It is hoped that during the coming year further information will be made available on the Borough Council's website, both to help members of the public and to enable staff in Customer Services to provide more assistance when taking enquiries.

5 Tree Management Advice

- 5.1 Whilst the primary function of the Landscape Officer (Trees) is to manage the Authority's stock of trees in parks and open spaces, the post also fulfils an important role in advising Development Control on related planning matters. Since taking up post in October 2009, the Officer has advised on 46 applications, comprising both tree protection issues and development proposals. He has also advised on the preparation and serving of 10 new Tree Preservation Orders.
- 5.2 Advice concerning tree management has also been given to the Housing Division on a number of occasions and this year tree inspections have been carried out on behalf of both Polesworth Parish Council and Atherstone Town Council.

6 Report Implications

6.1 Finance and Value for Money Implications

- 6.1.1 Tree management is funded from within the existing parks and playing fields budget. There is no additional financial implication arising specifically from this report.

6.2 Safer Communities Implications

6.2.1 An efficient tree management process ensures that trees are managed effectively and so are less likely to present a hazard to persons or property. The management of tree works can include safer communities implications as in the example highlighted within the report of the Jackson's site at Old Arley. The replanting at this site will take into account crime prevention advice to ensure there is an opportunity for informal visual guardianship of the industrial estate.

6.3 Legal and Human Rights Implications

6.3.1 The Authority has a Duty of Care in respect of the management of trees on its land. The act of a tree or part of a tree causing injury to person or persons is likely to give rise to litigation, either as a claim in negligence or under the Occupiers Liability Acts 1957 and 1984. The Briefing Note approved by the Board in March 2010 sets out the approach taken by the Authority to mitigate against the risk of any such claim arising.

6.3.2 The Authority is exempt from the notification procedures in respect of work to trees within conservation areas, as set out in the Town and Country Planning (Trees) Regulations 1999. This matter, however, is addressed in section 3 above.

6.4 Environment and Sustainability Implications

6.4.1 Well-managed trees make a positive contribution to the environment and to creating sustainable communities within which a good quality of life is enjoyed by local residents.

6.5 Risk Management Implications

6.5.1 The Briefing Note approved by the Board in March 2010 sets out the Authority's approach to managing any potential risks arising from the trees in its care. The operational risks of the tree management programme are assessed in accordance with the Authority's risk management procedures. The latest assessment, scoring 9, is attached below.

6.5.2 Changes to the current tree management procedure that lead to a lengthier process may result in a higher risk score as the likelihood, in particular, of a hazardous incident occurring will increase. The current score falls within the amber zone of the operational risk profile, which, in accordance with the Authority's risk management policy, requires the risk to be managed to a lower score. Thus, any change resulting in an increased score will need to be managed accordingly.

6.6 Equalities Implications

6.6.1 There are no differential equality-related impacts on particular groups or individuals within the community arising from this report.

6.7 Links to Council's Priorities

6.7.1 An efficient and effective tree management process contributes directly to the corporate priorities to:

- Enhance community involvement and access to services
- Protect and improve our environment
- Defend and improve our countryside and rural heritage
- Work with our partners to tackle crime, the fear of crime and anti-social behaviour
- Make best use of our resources through achieving a balanced budget and developing our workforce

6.7.2 An efficient and effective tree management process has positive links to the priorities of the North Warwickshire Sustainable Community Strategy (2009 to 2026) to:

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

6.7.3 Implementation of the tree management programme also delivers against priorities set out in the North Warwickshire Green Space Strategy (2008 to 2018).

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	08 March 2010
2	Assistant Director (Streetscape) and Assistant Director (Leisure and Community Development)	Report to Planning and Development Board	16 August 2010
3	Assistant Director (Streetscape) and Assistant Director (Leisure and Community Development)	Report to Planning and Development Board	13 September 2010
4	Assistant Director (Leisure and Community Development)	Report to Planning and Development Board	17 January 2011

Risk Management Form

Service: Landscape Management			Corporate Objective:			Priority: AMBER				
Ref	Risk: Title/Description	Consequence	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Gross Risk Rating	Responsible Officer	Existing Control Procedures	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Net Risk Rating
LM03	Failure to manage the Borough Council's tree stock to an appropriate level of safety and sustainability	Death Injury to public Damage to property Environmental loss Insurance claims Court action Loss of reputation Customer dissatisfaction Avoidable costs	5	5	25	Landscape Manager	Part-time staff resource and revenue budget in place. Tree Management Policy statement adopted in March 2010 and amended to include formalised consultation procedures in January 2011. Proactive risk-based inspection and management programme resumed in 2010-2011. System in place to manage customer contacts and to address urgent works.	3	3	9
Risk Ref	Options for additional / replacement control procedure						Cost Resources	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Net Risk Rating
	Adoption of a Tree Management Strategy – in preparation. Procurement of tree management software – in progress Increase Landscape Officer (Trees) post to one FTE Procurement of a single treeworks contract including an out of hours service						Staff time £ tbc £tbc Staff time	2	2	4

Completed By: Alethea Wilson / L&CD DMT

Date: 03 February 2010

Agenda Item No 11

Planning and Development Board

17 January 2011

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

**Arboricultural Works on
Borough Council Land**

1 Summary

- 1.1 Following the meeting of the Board held on 13 September 2010, this report informs Members of the outcome of consultation in respect of proposed works in the current arboricultural contract.
- 1.2 The report also sets out details of the Authority's tree management process and proposes a formal procedure in respect of consultation for Members' consideration.

Recommendation to the Board

- a That the Board notes and comments upon the outcome of the consultation undertaken in respect of currently proposed arboricultural works; and
- b That the Board notes and comments upon the proposed consultation procedure in respect of future arboricultural contracts, prior to the further consideration and determination of this matter by the Community and Environment Board.

2 Consultation

2.1 Portfolio Holder, Shadow Portfolio Holder and Ward Members

- 2.1.1 The Portfolio and Shadow Portfolio Holders for Countryside and Heritage, Health, Well-being and Leisure, Environment, Community Life and Resources have had the opportunity to comment on the content of this report.

3 Background

- 3.1 At its meeting held on 13 September 2010 the Board received a report that included details of trees which it is proposed should be felled and that are included within a contract for arboricultural works that had been scheduled to be let in October 2010. The Board resolved that:

“any emergency works identified as part of the proposed felling works included in the current “tree works” contract be undertaken and that officers be asked to circulate the report to Parish, Town and Ward Members for comment and report back to a future meeting of the Board”.

- 3.2 Details of the proposed works in each area were circulated to Town and Parish Councils and Ward Members with an initial deadline for replies of 19 October 2010. As no responses were received by this date the details were circulated again in early November to ensure that any views subsequently received could be made known to the Board. Those responses that have been received are summarised at Appendix A. As can be seen, no queries or objections were raised in respect of any of the proposed works.

...

4 **The Tree Management Process**

- 4.1 Responsibility for the management of the Borough Council’s trees in parks and open spaces sits within the Leisure and Community Development Division’s Landscape Management section. Inspections and the subsequent specification of works are carried out by the Landscape Officer (Trees), who also advises this Board in respect of matters relating to tree protection. The post is part-time (18.5 hours a week).

- 4.2 The Authority does not employ an in-house tree maintenance team, so all arboricultural works are carried out by external contractors appointed through a tendering process in compliance with Contract Standing Orders. Unless there is an immediate urgency to attend to a particular tree, proposed works are aggregated into a small number of reasonably substantial contracts; this being more efficient and cost-effective than running numerous small contracts. There is generally sufficient work for four or five contracts to be let in each financial year.

- 4.3 Prior to 2002 the Authority had no proactive tree management process in place, reacting instead solely to customer contacts. The danger in this approach was that resources were often directed at resolving relatively minor matters, whilst more significant issues were not identified or addressed. A proactive tree management programme was instigated in 2002, initially through the employment of arboricultural consultants and subsequently through the establishment, in 2005, of the post of Landscape Officer (Trees).

- 4.4 The Authority has a Duty of Care in respect of the management of its trees and now takes a risk-based approach to that management process. This approach is set out in the Tree Management Briefing Note attached at Appendix B, which was approved by the Community and Environment Board at its meeting held in March 2010 and which was the subject of a presentation to this Board at its meeting held in June 2010.

...

- 4.5 In brief, at each inspection an assessment is made of the structural condition of the tree, the likelihood of it failing, either in whole or in part, and the probable impact on persons or property should it do so. Where a tree is in proximity to a built structure an assessment is made of whether it may cause damage to that structure, either through direct action or through the influence of root action.
- 4.6 Given the environmental and amenity benefits of trees, it is a matter of principle that every effort is made to avoid removing them. It is inevitable, however, that from time to time it will be necessary to fell a tree due to its poor condition or inappropriate location, together with the possible injury to people or damage to property that may result if it is left standing. It is also sometimes necessary to remove trees to allow others to develop to their full potential, such as when thinning a woodland.
- 4.7 Albeit limited by staff capacity, the introduction of the proactive management programme brought about a more effective and responsive service, which aimed to ensure that all of the Authority's trees in parks and open spaces are inspected on at least a three-year cycle. For the fifteen months between July 2008 and October 2009 the Landscape Officer (Trees) position remained vacant and the proactive inspection cycle had to be suspended. It has now been resumed but there is a significant backlog of work to be undertaken, in addition to the high volume of direct customer contacts received by the section.
- 4.8 It is anticipated that once all trees have been brought within active management there should, over time, be a reduction in the volume of remedial works required each year, including a reduction in the number of fellings that need to take place. The trend in this respect will be monitored and a summary report will be made annually to the Community and Environment Board.

5 Reporting Procedures

- 5.1 Given its Duty of Care, the day to day management of the Authority's trees is an operational matter to which it is obliged to attend. Thus tree management issues are routinely dealt with by staff and are not reported to Boards as a matter of course. This approach both facilitates an effective and responsive parks and open spaces service and avoids Boards being overburdened with requests for decisions on matters that are within the competency of appropriate officers to resolve.
- 5.2 Works that are proposed to trees within a Conservation Area usually require the Local Planning Authority to be notified in order that the need or otherwise for a Tree Preservation Order can be determined. Work by a local authority to its own trees is exempt from this procedure. It has been the practice in this Authority, however, to inform the Head of Development Control of the intention to carry out any such works, so that should there be any issues of concern these can be addressed.

- 5.3 It is not usual to place Tree Preservation Orders on local authority owned trees but it is sometimes the case that land has been acquired subsequent to such an order being put in place. In such instances, if the authority proposes to carry out works to trees that are protected an application for planning consent must be made in the usual way. Such applications in North Warwickshire would be brought to this Board for determination.
- 5.4 Whenever any substantial arboricultural contract is to be let by the Authority it is usual practice to advise Ward Members, Town and Parish Councils and other relevant interest groups, such as civic societies, of the proposed works, again so that any concerns that arise can be addressed.

6 Implications of Changing Reporting Procedures

- 6.1 This Board requested that details of proposed felling works in the current arboricultural contract be circulated and that a further report be made, as set out in section 3 above. There was no intention to delay any other works in the contract. However, tenders having already been received, it was felt to be inadvisable to disaggregate the contract at that stage, as to do so would have been to create inefficiencies in practical terms for the contractors and in terms of cost to the Authority. Implementation of the whole contract, therefore, has been delayed by several months.
- 6.2 The effects of this delay include exposure of the Authority to an increased risk by taking longer to remedy identified defects and an increase in the number of “repeat calls” from members of the public about tree-related concerns. Additionally, one parish council has had to withdraw its works from the contract and make separate arrangements due to the delay in appointing a contractor.
- 6.3 There may be a further financial consequence of the delay as, the contract not yet having been awarded, companies may not be willing, or able, to stand by their original tender prices.
- 6.4 As may be expected, an additional requirement to report formally to Board(s) on each occasion that it is necessary to fell a tree, increases the workload of the officers concerned. This inevitably leads to delays in other work areas and consequently to a poorer quality of service delivery.

7. A Way Forward

- 7.1 It is proposed that, to facilitate an efficient, cost effective and customer-focused service, only those works proposed to trees within Conservation Areas should be brought formally to this Board for comment and for referral to the relevant Board should any of the proposals give rise to concern.
- 7.2 It is also proposed that this approach and the current method of consultation with Ward Members, Town and Parish Councils and other interest groups in respect of all works to trees, be formalised in an addendum to the Tree Management Briefing Note, as set out at Appendix C.

...

8 Report Implications

8.1 Finance and Value for Money Implications

8.1.1 There are no new financial implications arising directly from this report. However an increase in cost to the Authority may occur as a result of the delay in awarding the current arboricultural contract.

8.2 Safer Communities Implications

8.2.1 An efficient tree management process ensures that trees are managed effectively and so are less likely to present a hazard to persons or property.

8.3 Legal and Human Rights Implications

8.3.1 The Authority has a Duty of Care in respect of the management and maintenance of its trees. The act of a tree or part thereof causing injury to a person or persons or damage to property is likely to give rise to litigation, either as a claim in negligence or under the Occupiers Liability Acts 1957 and 1984.

8.4 Environment and Sustainability Implications

8.4.1 Well-managed and maintained trees make a positive contribution to the environment and to creating sustainable communities within which a good quality of life is enjoyed by local residents.

8.5 Risk Management Implications

8.5.1 The risks associated with the management of the Authority's trees are assessed annually through the risk management process. A copy of the latest assessment, scoring 9, is attached below. This will be reviewed in January 2011.

8.5.2 Changes to the current tree management procedure that lead to a lengthier process may result in a higher risk score as the likelihood, in particular, of a hazardous incident occurring will increase. The current score falls within the amber zone of the operational risk profile, which, in accordance with the Authority's risk management policy, requires the risk to be managed to a lower score. Thus, any change resulting in an increased score would be a retrograde step.

8.6 Equalities Implications

8.6.1 There are no differential equality related impacts on particular groups or individuals within the community arising from this report.

8.7 Links to Council's Priorities

8.7.1 An efficient and effective tree management process contributes directly to the corporate priorities to:

- Enhance community involvement and access to services
- Protect and improve our environment
- Defend and improve our countryside and rural heritage
- Work with our partners to tackle crime, the fear of crime and anti-social behaviour
- Make best use of our resources through achieving a balanced budget and developing our workforce

8.7.2 An efficient and effective tree management process has positive links to the priorities of the North Warwickshire Sustainable Community Strategy (2009 to 2026) to:

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

8.7.3 Implementation of the tree management programme also delivers against priorities set out in the North Warwickshire Green Space Strategy (2008 to 2018).

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	08 March 2010
2	Assistant Director (Streetscape) and Assistant Director (Leisure and Community Development)	Report to Planning and Development Board	16 August 2010
3	Assistant Director (Streetscape) and Assistant Director (Leisure and Community Development)	Report to Planning and Development Board	13 September 2010

NORTH WARWICKSHIRE BOROUGH COUNCIL

Division Leisure & Community Development

Cost Centre or Service

Landscape Management

Risk Ref	Risk: Title/Description	Consequence	Probability (5 = high, 1 = low)	Severity (5 = high, 1 = low)	Gross Risk Rating	Responsible Officer	Existing Control Procedures	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Net Risk Rating
LM 03	Failure to manage the Borough Council's tree stock to an appropriate level of safety and sustainability	Death Injury to public Damage to property Environmental loss Insurance claims Court action Customer dissatisfaction Loss of reputation Avoidable costs	5	5	25	Landscape Manager	Part-time tree officer post filled. Five-year cyclical proactive risk-based tree inspection and management programme to be resumed 2010-2011. Backlog of customer contacts cleared and urgent works addressed.	3	3	9
Risk Ref	Options for additional / replacement control procedure						Cost Resources	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Net Risk Rating
	Adoption of Tree Management Policy – in preparation						Staff time			
	Ensure new software assists the management of the Tree Inspection & Management Programme						Staff time			
	Shorten inspection cycle to 3 years by increasing Landscape Officer (Trees) post to one FTE						£16,000			
	Ensure effective response through a single treeworks contract with out-of-hours service						Staff time	2	2	4

Completed By: Alethea Wilson

May 2010

Planning and Development Board - 20 December 2010
Appendix A: Arboricultural Works Contract Consultation Responses

Schedule	Ward Members	Consultees	Town / Parish Council
Atherstone	<p><u>Councillor Forwood</u></p> <p>“I am sure that what ever is being done to the trees is the best thing for them.”</p> <p><u>Councillor Pickard</u></p> <p>“I have no comment on the tree works proposed.”</p> <p><u>Councillor Freer</u></p> <p>“None of the said works are in any part of my Ward, I attended the P&D visit to OBH gardens on behalf of Atherstone Town Council and did ask Peter if the Pyracantha (T9) could be spared as the berries are invaluable for the Birds through the winter and also provide cover from airborne predators as the thorns are lethal.”</p> <p><u>Councillor Davis</u></p> <p>“None of these proposed works are in my ward. However, if you want a comment, they all look sensible and will rectify many years of mismanagement. My biggest concern in these cases when it is left so long and serious action is taken there suddenly appears a big gap with nothing in its place, changing the character of an area. Planting or allowing a tree to grow and interfere with telephone lines seems a nonsense ensuring constant expenditure”.</p>		
Coleshill			<p><u>Coleshill Town Council</u></p> <p>“The Town Council has no objections to the works proposed in Coleshill.”</p>
Grendon			
New Arley and Old Arley	<p><u>Councillor Fox</u></p> <p>“I don't have any comments to make, though I think the Parish Council thought there would be more on the list, so they should get in touch with you.”</p>		

continues

Planning and Development Board - 20 December 2010
Appendix A: Arboricultural Works Contract Consultation Responses

Shustoke

Shustoke Parish Council

Thank you for your email, the felling of the tree at The Green, Shustoke is much regretted but if you believe it needs to be felled then Shustoke Parish Council accepts your professional opinion, I did not reply to the first email because the council had no objections.

Water Orton

Wood End Councillor Lewis

"I have no problems with the cutting back of the trees they are large and in front of bungalows which cause problems for our elderly tenants"

NORTH WARWICKSHIRE BOROUGH COUNCIL

Tree Management Briefing Note

1. Introduction

This is an interim tree management briefing note and does not constitute a tree management strategy or policy for North Warwickshire Borough Council. This note sets out the basic duties that the Council is to uphold, the surveying regime and methodology it follows. A full and detailed tree management policy and strategy is to be prepared in 2010 for formal adoption.

2. Duty of Care

Statute law does not require a tree owner to maintain completely safe trees. "Duty of Care", however, requires tree owners to take "reasonable care". The act of a tree or part of a tree causing injury to person or persons is likely to give rise to litigation. This may take the form of a claim either in negligence or, where the injury to the person is on the same land as the tree, under the Occupiers Liability Acts 1957 and 1984 (the Acts referred to hereafter).

The basic principle underlying both the law of negligence and the Acts, is that the owner of the land and trees, owes a duty to take reasonable care to protect those reasonably likely to be affected, including trespassers. As a result, the tree owner responsible for them must take steps to ensure that they are aware of whether a tree is likely to cause a problem and, if it is, they should take appropriate action as necessary to protect those who are reasonably likely to be adversely affected.

A "Duty of Care" in relation to tree inspections is owed to persons who may reasonably be contemplated by tree owners, those responsible for managing trees and the tree inspector to be affected by their actions (or inaction).

North Warwickshire Borough Council recognises that it has to uphold its "Duty of Care", although it also recognises that it cannot be expected to inspect all of its trees on a regular basis using tree officers or tree inspectors alone. The task is unmanageable due to the size of the tree population and the fact that trees are living and dynamic organisms and thus affected by changes to the environmental, physical and geological conditions in which they grow.

This duty means that the actions of North Warwickshire Borough Council need to meet a standard of care. If it does not, then negligence in Common Law (which arises as a result of a court case and a precedent being set) may be proved and may result in a claim for damages.

Under the Duty of Care North Warwickshire Borough Council must take reasonable care/steps to avoid acts or omissions, that could reasonably be foreseen, which would otherwise be likely to cause harm to persons or property.

3. Industry Guidance

Existing guidance has not specifically been written for use by private or public landowners for application across their holdings. The following, however, have been used to inform the Borough Council's approach to tree management:

- Forestry Commission's *Operational Guidance Booklet 1: Tree Safety Management*, written in 2007 for its own woodland managers, see:
[http://www.forestry.gov.uk/pdf/ogb01.pdf/\\$FILE/ogb01.pdf](http://www.forestry.gov.uk/pdf/ogb01.pdf/$FILE/ogb01.pdf)
- Health and Safety Executive's *SIM 01/2007/05: Management of the Risk from Falling Trees*, written in 2007 for FOD Inspectors and Local Authority Enforcement Officers, see:
http://www.hse.gov.uk/foi/internalops/sectors/ag_food/1_07_05.pdf
- English Nature's *Veteran Trees: A Guide to Risk and Responsibility*, written in 2000 for general use, see:
<http://naturalengland.communisis.com/naturalenglandshop/docs/IN1.3-1.pdf>
- Arboricultural Association: *Guidance Note 7 – Tree Surveys: A Guide to good Practice*, written in 2005 for tree managers.
- The Stationery Office: *Well Maintained Highways: A Code of Practice for Highway Maintenance Management*, written in July 2005 for Highways Managers.
- *Updated Field Guide for Visual Tree Assessment*, published in 2007, Claus Mattheck
- Forestry Commission's *Practice Guide 13 – Hazards from Trees*, written in 2000, David Lonsdale
- The Stationery Office: *Principles of Tree Hazard Assessment*, written in 1999, David Lonsdale

4. Scope of Survey/Caveats and Limitations

Preliminary tree surveys are undertaken in line with the Visual Tree Assessment (VTA) and the Basic Level Tree Inspection, as set out by Lantra. The initial surveys are undertaken from ground level on individual or groups of trees in order to assess their structural and physiological condition and management requirements. If significant defects are identified then a more detailed Professional Level Inspection is undertaken.

These are arboricultural surveys/reports and as such no reliance should be given to comments relating to buildings, engineering or soil, unless otherwise specified.

These are preliminary arboricultural health and safety surveys. Where a more detailed assessment is required, such as aerial inspection or decay detection methodologies, this will be specified. At the current time, surveys will not include quantified tree risk assessment (QTRA), although this may be required as a secondary element of work.

All tree inspections are undertaken from ground level and no climbing inspections will be undertaken unless considered necessary.

For the purposes of these surveys all dimensions of trees and their associated parts are based on estimation unless otherwise stated.

Trees are growing dynamic structures. The comments within the schedules are valid for a period of five years from the date of report or until prescribed works have been undertaken, whichever comes first or unless otherwise stated.

No tree is ever absolutely safe due to the unpredictable laws and forces of nature. As a result, natural failure of intact trees may be expected to occur.

The schedules/reports are arboricultural and therefore do not rely on ecological or archaeological data. If either is commented upon within the schedules/reports, further professional advice will be sought.

5. Tree Inspection Programme

The *Well Maintained Highways: Code of Practice for Highway Maintenance and Management: July 2005* provides guidance in relation to the frequency of inspection of trees and gives a default period of five years. At the current time, although inspection frequencies will be provided within any tree schedule, a five year cycle will be implemented in most instances. Legislation and best practice guidance notes will be reviewed annually and alterations to this inspection frequency will be made if required.

To make this programme as efficient as possible, individual inspection areas are identified and allocated a suitable inspection frequency based upon consideration of significant factors such as:

- age
- size
- condition of trees and their parts present; and
- the potential “targets” (i.e. public footpaths, residential homes, highways and play areas, etc.) located within influencing distance of those trees and their parts

It is important that resources are applied in a rational way so an initial risk zoning/usage exercise will be undertaken to categorise areas within the Borough. This will be assessed using high, medium and low usage areas. This will enable systematic surveying of high to low target use areas. The risk zones will be clearly indicated on a plan of the Borough prior to commencing any survey work.

Convention is to divide the land into risk zones based on the likelihood of people coming into contact with potentially hazardous trees. The Borough Council will use the Forestry Commission’s Usage Zones, summarised in the following table:

Table 1: Forestry Commission Usage Zones

Usage zone	Level of Public Usage	Site Examples
1	High	Areas within falling distance of busy and moderately used public roads, railways, neighbouring properties, amenity areas and car-parks. Well used way-marked trails and public rights of way (PROW)
2	Medium	Areas within falling distance of other lightly used public roads, way-marked trails, PROW and tracks, paths and desire lines
3	Low	Away from known access routes

6. Tree Assessment Methodology

All trees surveyed are inspected using the visual tree assessment (VTA) methodology, as detailed by Claus Mattheck, and the Basic and Professional Level Tree Inspection methodology, as set out by LANTRA.

The positions of the trees will be plotted with reference to the surrounding landmark features using OS plans of the area.

Individual trees are given a tree identification number, which is represented by a circular metal tag and which has been attached to the trunk at 2m, this is cross referenced within the complete schedule. Where trees are surveyed as a group, tags are not used unless otherwise stated.

The tree species are recorded with both common and botanical names.

All tree heights are assessed using a clinometer and where indicated in groups the height of the tallest tree is measured unless otherwise stated. Specific height categories may also be used as detailed below. Tree heights are given in metres.

0 – 5m

6 – 10m

11 – 15m

16 – 20m

21 – 25m

< 25m

The canopy spread is recorded as an estimate in either the four cardinal points or is given as an average diameter for the crown, especially in groups or where the crown is evenly weighted. Canopy spreads are measured in metres.

In the absence of detailed information on the age of the tree, the following classification has been used:

NP	Newly/recently planted trees or self-set specimens of a similar size
Yng	Young trees age less than 1/3 life expectancy
Mid	Middle age trees 1/3 – 2/3 life expectancy
Mat	Mature trees over 2/3 life expectancy
O/mat	Over-mature – declining or moribund trees of low vigour; and
Vet	Veteran trees – specimens exhibiting features of biological, cultural or aesthetic value that are characteristic of, but not exclusive to, individuals surviving beyond the typical age range for the species concerned

Age class is indicative and will vary between species.

Physiological conditions are recorded to provide an indication of the trees' general health and vitality. The trees are described thus:

Good	Generally in good vitality typical of the species of specific maturity
Fair	Reasonable vitality with few defects

Appendix B

Poor	Trees that exhibit significant defects which are irremediable (such as dieback) or moribund tree; and
Dead	Tree has died

The structural condition of each tree is assessed and is summarised as:

Good	Few minor defects of little overall significance to the structure;
Fair	A significant defect or several small defects, such as deadwood; and
Poor	Major defect present or many small defects which compromise the structural integrity of the tree

Comments and additional notes, where appropriate, are recorded for the condition of each tree's roots, main stem and canopy. General comments are also made where appropriate and a list of recommended actions is described.

Preliminary management recommendations are provided where required, which can include physical works to the trees, further investigation and movement of targets to abate potential hazards or reduce risk.

In the absence of detailed information on the priority for undertaking works the following classification is used and will be followed unless otherwise stated:

1 – Urgent	Works which must be undertaken immediately within 24 hours
2 – Very High	Works which must be undertaken within one month
3 – High	Works to be undertaken within three to six months
4 – Moderate	Works to be undertaken within six to 12 months and/or as part of scheduled maintenance
5 – Low	Works to be undertaken as lowest priority and may be considered if budget allows; and
6 – None	No works are required at the current time

All works prescribed will be systematically completed, working from high to low priority and once complete will be formally signed off. Individual recommendations will be provided in relation to priority of works where required.

In the absence of detailed information on the frequency of re-inspections, the following classification is used and will be followed unless otherwise stated. This classification is based on risk and target area value:

1 - Urgent	Undertake a detailed inspection of the aerial parts and/or with the use of decay detection equipment as soon as can be arranged
2 – Very High	Re-inspect within six months and/or when it is likely that any fruiting boding may appear whichever is sooner
3 – High	Re-inspect in 12 months time
4 – Moderate	Re-inspect in 18 months time
5 – Low	Re-inspect in 24 - 48 months time

6 – Very Low

Re-inspect in five years time

7 – None

No targets exist currently and therefore no current requirement for re-inspection

NORTH WARWICKSHIRE BOROUGH COUNCIL

Tree Management Briefing Note – Addendum: Consultation Procedures

1. All Areas

When planned treeworks are to be undertaken by the Borough Council we will notify the following groups in the area where they are to take place:

- Borough Councillors
- Town / Parish Councils
- Other interest groups such as local civic societies

Details of the works will be sent to each group with a three-week period allowed for responses and for any concerns to be raised, prior to the award of contract. Following the award of contract these groups will also be notified of the expected start date for the works and contact details for the officer managing the contract.

2. Conservation Areas

When planned treeworks are to be undertaken by the Borough Council within a Conservation Area we will notify:

- The Head of Development Control at the Local Planning Authority

and the following groups in the area where the works are to take place:

- Borough Councillors
- Town / Parish Councils
- Other interest groups such as local civic societies

Details of the works will be sent to each group with a six-week period allowed for responses which will be reported to the Planning Board, prior to the award of contract. Any concerns raised by the Planning Board will be referred to the relevant Board for a decision. Following the award of contract these groups will also be notified of the expected start date for the works and contact details for the officer managing the contract.

3 Trees Subject to a Tree Preservation Order

When planned treeworks are to be undertaken by the Borough Council to any tree that is subject to a Tree Preservation Order we will submit an application to the Local Planning Authority.

The Planning Authority will notify ward members, town and parish councils, other interest groups and local residents in accordance with the normal planning process. In addition the Planning Authority will seek an independent arboricultural assessment of the proposed works. A report will then be submitted to the Planning Board for a decision.

Following receipt of planning consent and award of contract we will notify the following of the expected start date for the works and contact details for the officer managing the contract:

- Borough Councillors
- Town / Parish Councils
- Other interest groups such as local civic societies.

Agenda Item No 9

Community and Environment Board

21 March 2011

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

**North Warwickshire Green Space
Strategy Progress Report**

1 Summary

- 1.1 This report informs Members of progress in respect of delivery against the priorities set out in the North Warwickshire Green Space Strategy and presents the supporting Action Plan for Year 4 of the Strategy for approval.
- 1.2 Members are also informed of the proposed Tame Valley Wetlands Landscape Partnership Scheme, which, in the setting of its 2011/12 revenue budget, the Authority resolved to support at the Full Council meeting held in February.

Recommendation to the Board

- a That progress in respect of the implementation of the North Warwickshire Green Space Strategy Action Plan be noted; and**
- b That Members approve the activities proposed for future development within the Action Plan and the use of earmarked reserves to support those activities, as set out in the report.**

2 Consultation

2.1 Portfolio Holder, Shadow Portfolio Holder and Ward Members

- 2.1.1 The Portfolio and Shadow Portfolio Holders for Community Life, Environment, Countryside and Heritage, Health, Well-being and Leisure, Safer Communities and Resources have all had the opportunity to comment on the content of this report.

3 Introduction

- 3.1 The North Warwickshire Green Space Strategy (2008 to 2018) was formally adopted by the Executive Board at its meeting held on 8 December 2008. At that meeting, the Board also considered the supporting Action and Funding Plan, which it approved in principle, pending the need to consider each phase of the Plan within the context provided by the Council's overall capital and revenue requirements.

- 3.2 The Action Plan, which is rolled forward annually, directs the work of the Landscape Section within the Leisure and Community Development Division but depends, for its successful delivery, on extensive partnership working both within and outwith the Authority.
- 3.3 Progress in respect of the implementation of the Action Plan was previously reported to the Board at its meeting held in March 2010. This report advises Members of progress since then and sets out actions scheduled to be taken forward in Year 4 (2011/12) of the Strategy.
- 3.4 In consideration of the roll-forward of the Action Plan, the opportunity has been taken to add a section setting out a suite of performance indicators against which progress can be measured. A copy of the full, revised Action Plan (Appendix A), summarising progress to date and setting out the priorities for the next four years has been placed in the Group rooms. Alternatively the document can be viewed on the Council's website by following the link below http://www.northwarks.gov.uk/site/scripts/meetings_committees.php?headerID=4
- 3.5 The Green Space Strategy sets out a number of policy and service priorities, a set of area-based priorities and policies in respect of resources and monitoring and development. Progress and forthcoming action in respect of each of these is set out in sections 4 to 8 below.
- 3.6 The Authority has also received a request to support the proposed Tame Valley Wetlands Landscape Partnership Scheme, details of which are set out in section 9 of the report.

4 Policy Priorities

- 4.1 Preparation of an Open Spaces Supplementary Planning Document is key to ensuring that the Authority makes optimum use of developer contributions in improving green space provision across the Borough. The Landscape Manager is working closely with the Forward Planning team to progress this important undertaking, with a view to presenting the Document to the Executive Board by the autumn of 2011.
- 4.2 The underlying principles that will support the Supplementary Planning Document are already being used by the Development Control section in their negotiations with developers where appropriate. One such negotiation has resulted in a Section 106 Agreement in respect of development of the former Miners' Welfare site in New Arley that has secured £32,000 for improvement works at Dafferns Wood.
- 4.3 Further work will be undertaken in the coming year to embed a common understanding across the Borough Council in respect of the provisions of the Green Space Strategy, particularly with reference to the planning process and to corporate asset management.

5 **Service Priorities**

5.1 Maintenance and Cleanliness

The review of current grounds maintenance arrangements is progressing well and was more fully reported to the Board at its meeting held in January 2011. As approved by Members at that time, revised grass cutting arrangements will be introduced with effect from April 2011.

5.2 Safety and Security

Given the current financial constraints affecting the Authority, it has not been possible to commit additional capital resources or increased revenue funding to support a fully developed programme of green space improvements. Modest, but locally significant, improvements, however, have been put in hand with funding from approved revenue budgets, earmarked reserves and contributions from external partners. These include:

- installation of secure boundary fencing and gates at Bretts Hall Allotments in Ansley Common
- installation of new roadside fencing and gates at Grange Road Recreation Ground in Hartshill
- installation of replacement roadside fencing and gates at Baxterley Recreation Ground
- installation of boundary fencing at Ridge Lane Recreation Ground in conjunction with the provision of the new play area
- resurfacing of the car park at Ridge Lane Recreation Ground to enable it to host the mobile skate park
- installation of boundary fencing at Sycamore Road Recreation Ground, Kingsbury
- refurbishment of the multi-use games area at Old Arley Recreation Ground
- refurbishment of the skate area at Old Arley Recreation Ground
- repair of footpaths in Abbey Green Park in Polesworth

... A detailed breakdown of expenditure and sources of funding for these projects is set out at Appendix B.

5.3 Tree Management

Preparation of a Tree Management Policy for adoption by the Council has been delayed due to capacity constraints within the Landscape Management section. A Tree Management Briefing Note, however, was approved by this Board at its meeting held in March 2010 and an addendum to this, in respect of consultation procedures, is presented for Members' consideration in a report elsewhere on this agenda. Progress in respect of the tree management programme is also set out in that report.

5.4 Biodiversity and Climate Change

Members will be aware that the second stage bid to Natural England for funding to establish Local Nature Reserves at four recreation sites in the Borough has been successful. This project will contribute to delivery of the priorities to enhance and conserve biodiversity through habitat creation and management and to increase opportunities for community engagement in this important area of work. A full report in respect of the project is presented elsewhere on this agenda.

5.5 Partnership Working

One of the priorities of the Green Space Strategy was to establish a Community Green Spaces Development Fund to support partner organisations to deliver improvements to their green spaces, where these had been identified as Area Priorities. As previously reported, a one-off sum of £40,000 was made available in 2009/10, and subsequently reserved, to support the delivery of related priorities as determined through consultation at each Area Forum. Progress in respect of these projects is set out in section 6 below. Unfortunately, due to the financial constraints facing the Authority, it has not yet been possible to establish an on-going fund to provide targeted support to partners, but a number of projects have been assisted through the Area Forum Fund. Within the context provided by the setting of the Borough Council's 2011/12 revenue budget at the Full Council meeting held in February 2011, £6,500 was allocated to enable Shuttington Parish Council to purchase land and seek more substantial match funding to develop a much-needed new play area in Alvecote.

5.6 Outdoor Sports

As Members will be aware, preparation of the North Warwickshire Playing Pitch Strategy was completed in May 2010 and, following a consultation period with external partners, the Strategy was adopted by this Board in October 2010. This document is fundamental to the future development of many of the Authority's recreation sites and will inform the future preparation of management plans for a number of these areas. It will also be used, alongside the Green Space Strategy itself, to inform the preparation of the Open Spaces Supplementary Planning Document referred to in section 4 above. Work to implement the Action Plan supporting the Strategy will be taken forward in 2011/12. Priority will be given to:

- working with schools to secure more community access to pitches, particularly for junior teams
- working with sports clubs to develop and implement improvement plans at Hurley Daw Mill and Ansley Workshops Sports Grounds, including the consideration of long-term management options
- working with the Community Association to improve facilities at Piccadilly pavilion
- improving accessibility at Grendon pavilion

It is proposed that £27,000 held in the Grounds Maintenance and Green Space Reserve for implementation of the Playing Pitch Strategy should be used to lever in external funding to support these projects.

5.7 Children and Young People

Progress in respect of implementation of the Play Area Development Programme was reported to the Board in January 2011. A Play Area Business Plan will be prepared in 2011/12 to address improvements at the Authority's older, unimproved equipped play areas and to ensure future sustainable provision across the Borough. Integral to this process will be a review of play area maintenance funding to ensure that resources are allocated appropriately. Consideration will also be given to how other providers, primarily town and parish councils, can be assisted in the future in view of the fact that it has not yet been possible to advance the Green Space Strategy priority to establish an on-going Community Play Area Development Fund.

5.8 Community Engagement

The successful delivery of the Local Nature Reserves Project (section 5.4 above) will be dependent on strong community engagement and is predicated upon the establishment of a "friends group" for each site. Progress in respect of the Allotments Development Programme, which can only succeed through the commitment of local communities, is reported elsewhere on this agenda. Both the Local Nature Reserves project and Allotments are promoted on the Borough Council's website. Work is in hand to promote parks, play areas and outdoor sports facilities on the website and will be continued in 2011/12.

6 **Area-Based Priorities**

6.1 Green Space Strategy Targeted Funding Support to Other Providers

The provision of revenue funding to other providers (as identified in paragraph 5.5 above) has contributed to the delivery of the following area-based priorities in 2010/11:

- preparation of a management plan for the recreation ground in Fillongley
- provision of improved play facilities at the recreation ground in Church Lane, Kingsbury
- support for access improvements by the RSPB at Middleton Lakes

Further funding is held in earmarked reserves for:

- the provision of an artificial grass pitch at Queen Elizabeth School and Sports College in Atherstone, in respect of which there is a full report elsewhere on this agenda
- preparation of a management plan for the recreation ground in Warton
- installation of improved play facilities at Fillongley.

... A detailed breakdown of this funding is provided at Appendix C.

6.2 Area Forum Funding to Other Providers

In addition to the targeted funding referred to in paragraph 6.1 above, Area Forum grants have helped to deliver the following projects:

- Ansley Parish Council – play area improvements
- Ansley Village Allotment Society – new shed
- Birch Coppice Bullets Football Club – pitch improvements
- Shustoke Parish Council – play area improvements
- Shuttington Parish Council – play area improvements

6.3 Provision of Play Facilities

Funding from the Playbuilder Programme has delivered the area-based priorities to provide improved play facilities at the recreation grounds in:

- Ridge Lane
- Sycamore Road, Kingsbury
- Speedwell Lane, Baddesley Ensor

It is expected that, with the support of the Parish Council, a scheme will be progressed at Baxterley Recreation Ground in 2011/12 and that Shuttington Parish Council will be enabled to make provision in Alvecote, as referred to in paragraph 5.5 above.

6.4 Site Management Plans

The priority in 2011/2012 will be to progress the preparation of management plans for Abbey Green Park in Polesworth in conjunction with the Recreation Ground in Warton, for which £10,000 has been set aside from the one-off funding referred to in section 5.5 above, and for Old Arley Recreation Ground and Cole End Park, for which another £10,000 has been set aside in the Grounds Maintenance and Green Space Reserve. A further £15,000 is available in the reserve for implementation of the management plan at Abbey Green Park. It is anticipated that this will be used to draw down more substantial external funding to advance the priorities identified therein.

7 **Resources, Monitoring and Development**

7.1 The continuing review of grounds maintenance arrangements (paragraph 5.1 above) and the adoption of a Supplementary Planning Document (paragraph 4.1 above) will each contribute to ensuring the appropriate targeting of resources to deliver the priorities set out in the North Warwickshire Green Space Strategy, within the context provided by the Authority's overall capital and revenue requirements.

- 7.2 Due to budgetary constraints it has not been, and is unlikely to be, possible to take forward the establishment of a Landscape Officer post in the foreseeable future to better enable delivery of the Action and Funding Plan. The Board, however, has previously agreed that the Community Partnership's Environment Theme Group will take a more active role in advancing the provisions of the Green Space Strategy, which may be a means through which to increase capacity to deliver the provisions of the Action Plan.
- 7.3 The Environment Theme Group held a very successful event in October 2010, hosted by the Borough Council, to mark the International Year of Biodiversity. The opportunity was taken to make a presentation on the Green Space Strategy in order to raise awareness of its provisions and their relevance to partner organisations. Further work will be discussed and undertaken in conjunction with the Theme Group in 2011/12.

8 Performance Indicators

- 8.1 As stated in section 3 above, the Action Plan has been amended to include a section setting out a suite of performance indicators against which progress in delivering the priorities set out in the Green Space Strategy can be measured. The list of indicators (identified in Appendix A) is necessarily long, reflecting the complexity of issues to be addressed through the Strategy.
- 8.2 The Green Space Strategy and its supporting Action Plan are dynamic, evolving documents through which to advance the sustainable provision of green space into the future. As such, they are under constant review and revision and will never, and should never, be considered as "finished". Whilst some actions are discrete and can be completed, others will always be ongoing undertakings. Performance, therefore, will be measured by both the percentage of targets completed and of those in progress.
- 8.3 At the end of the third year of implementation of the Green Space Strategy Action Plan, 16% of the targets will have been met and work will be in progress on a further 8%. Given the extent of resource capacity available to the Borough Council, it is considered that this represents a positive level of achievement.

9 Tame Valley Wetlands Landscape Partnership Scheme

- 9.1 Warwickshire Wildlife Trust, one of the Authority's partners in both the Environment Theme Group and the Local Nature Reserves project, is submitting an application to the Heritage Lottery Fund for funding to support a Tame Valley Wetlands Landscape Partnership Scheme, which it describes as "a scheme to conserve the built and natural heritage of the area and improve its accessibility; its vision is to engage and involve local people in the Tame Valley".
- 9.2 The Green Space Strategy acknowledges the importance of the Tame Valley River Corridor to the Borough. As such, the aims of the proposed Scheme accord well with the aims of the Strategy, with the Authority's corporate

priorities and most particularly with the priorities of the Sustainable Community Strategy. In this regard, there is a strong emphasis in the Scheme proposal on training to develop skills and achieve accreditation in environmental and conservation work. A summary of the proposed Scheme is set out in Appendix D and a map of the area covered is presented in Appendix E.

...
...

9.3 The total cost of the Scheme over five years is estimated to be £2.8 million, £1.8 million of which is being sought from the Heritage Lottery Fund. The majority of this significant level funding will be spent in North Warwickshire.

9.4 A letter of support has been sent to the Wildlife Trust and an award of £2,000, approved by Full Council at its meeting held in February 2011, will be made towards the development phase of the project, which is expected to run for twelve months from August 2011.

10 Report Implications

10.1 Finance and Value for Money Implications

10.1.1 There is no new financial implication arising out of this report in respect of delivery of the Green Space Strategy Action Plan as this is being advanced within the context provided by approved capital and revenue budgets and through approved earmarked reserves. Wherever possible, additional external funding is sought to support project implementation.

10.2 Safer Communities Implications

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

10.3 Legal and Human Rights Implications

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

10.4 Environment and Sustainability Implications

10.4.1 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.

10.5 Risk Management Implications

10.5.1 The risks associated with this report have already been identified within the context of the corporate risk management process. The risk implications of all projects advanced through the Green Space Strategy are considered as part of the project management process.

10.6 Equalities Implications

10.6.1 The provisions of the Green Space Strategy are targeted at reducing inequalities in access to good quality green space provision. The equalities implications of all projects advanced through the Strategy are considered as part of the project management process.

10.7 Links to Council's Priorities

10.7.1 The North Warwickshire Green Space Strategy has direct and positive links to the corporate priorities to:

- Enhance community involvement and access to services
- Protect and improve our environment
- Defend and improve our countryside and rural heritage
- Tackle health inequalities through improving well-being and providing leisure opportunities to all of our citizens
- Work with our partners to tackle crime, the fear of crime and anti-social behaviour
- Make the best use of our resources through achieving a balanced budget and developing our workforce

10.7.2 The North Warwickshire Green Space Strategy contributes directly to the following priorities of the Sustainable Community Strategy:

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

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	Author	Nature of	Date
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Paper No		Background Paper	
1	Assistant Director (Leisure and Community Development)	Report to Executive Board	08 Dec 2008
2	Assistant Director (Leisure and Community Development)	Report to Community and Environment Board	26 Jan 2009
3	Assistant Director (Leisure and Community Development)	Report to Community and Environment Board	07 Apr 2009
4	Assistant Director (Leisure and Community Development)	Reports to Area Forums	July 2009
5	Assistant Director (Leisure and Community Development)	Report to Resources Board	06 July 2009
6	Assistant Director (Leisure and Community Development)	Report to Community and Environment Board	28 Sep 2009
7	Assistant Director (Leisure and Community Development)	Reports to Area Forums	Jan / Feb 2010
8	Assistant Director (Leisure and Community Development)	Report to Community and Environment Board	March 2010
9	Assistant Director (Leisure and Community Development)	Report to Community and Environment Board	June 2010

North Warwickshire Green Space Strategy 2008-2018

Action Plan Year 4 (2011-2012 to 2014-2015)



North Warwickshire
Borough Council

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		1	2	3	4	5	6	7	8	9	10						
<u>POLICY PRIORITIES</u>																	
PROTECTION AND ENHANCEMENT OF GREEN SPACE																	
PP1	Use the Open Space, Sport and Recreation Study and the Green Space Strategy to inform the Planning process																
PP1a	Prepare an Open Spaces Supplementary Planning Document for adoption by Council	Staff time Revenue												Landscape Management Team, Forward Planning & Development Control Teams	Resources	Access to services Healthy communities	Work in hand to prepare an SPD for adoption at Executive Board.
PP1b	Establish a formal consultation protocol between Divisions of the Borough Council to ensure compliance with the OSSR Study and the Green Space Strategy in the Planning process	Staff time												Landscape Management Team, Forward Planning & Development Control Teams	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	
PP1c	Ensure common understanding between Divisions of the Borough Council of the key priorities identified in the OSSR study and the Green Space Strategy and their pertinence to the Planning process by dissemination at an initial presentation session and through ongoing liaison meetings	Staff time												Landscape Management Team, Forward Planning & Development Control Teams	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
PP2	Use the Open Space, Sport and Recreation Study and the Green Space Strategy to inform the development of a Green Space Strategy Action and Funding Plan that will be integral to the Borough Council's Landscape Management Service Plan																
PP2a	Prepare a four-year rolling Action and Funding Plan for adoption by the Borough Council based on the key priorities identified in the Green Space Strategy	Staff time Partner time												Landscape Management Team	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	Plan prepared and agreed in principle at Executive Board in December 2008
PP3	Use the Open Space, Sport and Recreation Study and the Green Space Strategy to inform any review of the Borough Council's land holdings and any proposals for adoption or disposal																
PP3a	Establish a formal consultation protocol between Divisions of the Borough Council to ensure compliance with the OSSR Study and the Green Space Strategy in any review of land holdings and any proposals for adoption or disposal	Staff time												Landscape Management Team and Asset Management Group	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	
PP3b	Ensure common understanding between Divisions of the Borough Council of the key priorities identified in the OSSR study and the Green Space Strategy and their pertinence to any proposed land adoption or disposal by dissemination at an initial presentation	Staff time												Landscape Management Team and Asset Management Group	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	

 completed

 planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
SERVICE PRIORITIES																		
MAINTENANCE AND CLEANLINESS																		
SP1	Review current grounds maintenance arrangements to ensure coherent and appropriate work programming and adequate allocation of resources																	
SP1a	Carry out initial benchmarking of parks and open spaces provision	Staff time Revenue													Landscape Management Team Streetscape and Finance Divisions, APSE	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	Completed November 2008
SP1b	Carry out a value for money review	Staff time													Landscape Management Team Streetscape Division	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	In progress
SP1c	Verify the base data for grounds maintenance specification	Staff time Revenue													Landscape Management Team Streetscape Division Consultancy	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	Completed July 2010
SP1d	Revise the grounds maintenance specification	Staff time Revenue													Landscape Management Team Streetscape and Housing Divisions Consultancy	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	Completed and approved by Community and Environment Board in January 2011.

ACTION		RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME	
			1	2	3	4	5	6	7	8	9	10					
SP1e	Set revised budget profiles for the grounds maintenance service	Staff time												Landscape Management Team Streetscape and Housing Divisions	Resources	Access to services Healthy communities	In progress
SP1f	Prepare service level agreements	Staff time												Landscape Management Team Streetscape and Housing Divisions	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	In progress
SP1g	Implement service level agreements	Revenue												Landscape Management Team Streetscape and Housing Divisions	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	To follow SP1f
SP1i	Repeat annual benchmarking of parks and open spaces provision	Staff time Revenue												Landscape Management Team Streetscape and Finance Divisions, APSE	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	Completed August 2009 and October 2010 and reported to Community and Environment Board.
SP2	Explore opportunities for alternative maintenance arrangements for some sites such as partnership working with other providers or community management projects																
SP2a	Ensure briefs for site management plans include the need to consider alternative management arrangements	Staff time												Landscape Management and Partnership & Development Teams	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
SAFETY AND SECURITY																	
SP3	Introduce a Park Ranger service to provide site supervision, ensuring a regular presence at each of the Borough Council's parks, play areas and recreation grounds and a timely response to issues such as vandalism and anti-social behaviour																
SP3a	Explore options for provision of a park ranger service	Staff time Partner time Revenue												Landscape Management Team Partnership & Development Team Environment Group	Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	
SP4	Invest in basic service improvements, such as improving footpaths and site furniture, installing signage and securing sites against inappropriate access																
SP4a	Prepare a four-year rolling Green Space Improvements Programme for Borough Council managed parks, open spaces and recreation grounds	Staff time												Landscape Management and Partnership & Development Teams	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	Capital funding not available to support a four-year improvements programme - action to be reviewed
SP4b	Implement the Green Space Improvements Programme	Staff time Capital Revenue												Landscape Management Team	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	Limited programme of improvements carried out at recreation grounds in Ridge Lane, Baxterley, Grange Road Hartshill and Sycamore Road Kingsbury, funded through revenue budgets and some external contributions.
SP4c	Review the Green Space Improvements Programme annually	Staff time												Landscape Management Team	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	To follow SP4a

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
TREE MANAGEMENT																	
SP5	Prepare and adopt a Tree Management Policy to inform the management of the Borough Council's tree stock																
SP5a	Prepare a policy for adoption by Council	Staff time												Landscape Management Team, Forward Planning & Development Control Teams and Housing Division	Resources Environment Community Countryside	Access to services Healthy communities	Delayed pending appointment of Landscape Officer (Trees). Interim briefing note approved by Community and Environment Board in March 2010, addendum on consultation procedures to be presented to Board in March 2011.
SP5b	Publish the policy on the website and in hardcopy	Staff time												Landscape Management Team	Resources Environment Community Countryside	Access to services Healthy communities	To follow SP5b
SP5c	Implement the Tree Management Policy	Staff time Revenue												Landscape Management Team, Forward Planning & Development Control Teams and Housing Division	Resources Environment Community Countryside	Access to services Healthy communities	To follow SP5b
SP5d	Increase officer capacity to one FTE to support implementation of the Tree Management Policy	Revenue												Landscape Management Team	Resources Environment Community Countryside	Access to services Healthy communities	Unable to implement due to budget constraints

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
BIODIVERSITY AND CLIMATE CHANGE																		
SP6	Seek opportunities to enhance and conserve biodiversity through habitat creation and management when developing individual site management plans and grounds maintenance schedules																	
SP6a	Ensure briefs for site management plans include the need to consider enhancement of biodiversity	Staff time													Landscape Management Team Partnership & Development Team	Environment Countryside Community	Healthy communities	
SP6b	Target the development of six sites for designation as local nature reserves	Staff time Partner time Capital Revenue													Landscape Management and Partnership & Development Teams Environment Group	Environment Countryside Community	Access to services Healthy communities	Initial community consultation carried out in respect of four sites and successful bid for funding made to Natural England. Project start up in January 2010
SP6c	Establish a budget to support projects to enhance biodiversity	Revenue													Landscape Management Team	Environment Countryside Community	Access to services Healthy communities	Budget allocation agreed at Resources Board July 2009
SP7	Seek opportunities to mitigate the effects of climate change, particularly increased flood risk, through appropriate planting and land management when developing individual site management plans and grounds maintenance schedules																	
SP7a	Ensure briefs for site management plans include the need to consider mitigation of the effects of climate change	Staff time													Landscape Management Team Partnership & Development Team	Environment Countryside Community	Access to services Healthy communities	

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
SP8	Support partners to enhance and conserve biodiversity on publicly accessible sites																	
SP8a	Promote access to the Community Green Space Fund	Staff time Revenue													Landscape Management Team Partnership & Development Team Environment Group	Environment Countryside Community	Access to services Healthy communities	Unable to establish an ongoing fund due to budget constraints. Action to be reviewed.
SP9	Work with partners to increase opportunities for community engagement in habitat creation and management projects																	
SP9a	Enable the participation of local communities in the development of six sites for designation as local nature reserves	Staff time Partner time Revenue													Landscape Management Team Partnership & Development Team Environment Group Local communities	Environment Countryside Community	Access to services Healthy communities Aspirations attainment and skills	Local Nature Reserves Project (SP6b) will enable a high level of community participation
PARTNERSHIP WORKING																		
SP10	Work in partnership with other providers and, where improvements to their green spaces have been identified as Area Priorities, support them to deliver these through a Community Green Space Fund and by offering advice and guidance																	
SP10a	Establish a Community Green Spaces Development Fund	Revenue													Landscape Management Team	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and	Unable to establish an ongoing fund due to budget constraints but one-off revenue allocation made in Year 2. Action to be reviewed.

ACTION		RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
			1	2	3	4	5	6	7	8	9	10						
SP10b	Provide in kind assistance to enable other providers to improve and develop publicly accessible green space	Staff time													Landscape Management and Partnership & Development Teams	Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	Assistance has been provided to Baddesley and Fillongley Parish Councils.
SP11 Work with schools and other providers to meet the demand for more community access to outdoor sports facilities																		
SP11a	Engage with schools and other providers of outdoor sports provision as a key action in the preparation of the Playing Pitch Strategy	Staff time Revenue													Landscape Management and Partnership & Development Teams, Consultancy	Community Health Resources	Access to services Healthy communities Aspirations attainment and skills	Schools, town and parish councils and sports clubs consulted during the preparation of the Playing Pitch Strategy.
SP11b	Engage with schools and other providers of outdoor sports provision as a key action in the implementation of the Playing Pitch Strategy (new action)	Staff time													Landscape Management, Partnership & Development and Leisure Facilities Teams	Community Health Resources	Access to services Healthy communities Aspirations attainment and skills	
OUTDOOR SPORTS																		
SP12 Use the findings of the Open Spaces, Sports and Recreation Study to inform the development of a Playing Pitches Strategy to deliver sustainable outdoor sports provision																		
SP12a	Prepare a Playing Pitch Strategy for adoption by Council	Staff time Revenue													Landscape Management and Partnership & Development Teams, Consultancy	Community Health Resources	Access to services Healthy communities Aspirations attainment and skills	Playing Pitch Strategy prepared and adopted by Community and Environment Board in October 2010.

ACTION		RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
			1	2	3	4	5	6	7	8	9	10						
SP12b	Implement the Playing Pitch Strategy	Staff time Capital Revenue													Landscape Management and Partnership & Development Teams	Community Health Resources	Access to services Healthy communities Aspirations attainment and skills	In progress.
CHILDREN AND YOUNG PEOPLE																		
SP13	Develop a Play Area Business Plan to enable us to ensure that all of our built 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																	
SP13a	Prepare a Play Area Business Plan for adoption by Council	Staff time													Landscape Management and Partnership & Development Teams North Warwickshire Play Partnership	Community Health Crime	Access to services Healthy communities	First stage, post-project evaluation of the Play Area Development Programme Phase 1, completed and approved by Scrutiny Board in December 2010. Four Playbuilder schemes, forming Phase 2 of the programme installed by March 2011. Business Plan to be prepared to address other improvements and to ensure sustainable provision in the future.
SP13b	Implement the Play Area Business Plan - design and procurement phase	Staff time Revenue													Landscape Management and Partnership & Development Teams North Warwickshire Play Partnership	Community Health Crime	Access to services Healthy communities	To follow SP13b

ACTION		RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
			1	2	3	4	5	6	7	8	9	10						
SP13c	Implement the Play Area Business Plan - installation phase	Staff time Capital Revenue													Landscape Management and Partnership & Development Teams North Warwickshire Play Partnership	Community Health Crime	Access to services Healthy communities	To follow SP13b and SP13c
SP13d	Increase Review play area maintenance revenue funding to ensure appropriate that resources are allocated appropriately in the context of the Play Area Business Plan (amended action)	Revenue													Landscape Management Team and Finance Division	Resources Community Health Crime	Access to services Healthy communities	Budget increased to cover new area installed at Ridge Lane and growth bid submitted in respect of Sycamore Road Kingsbury and Old Arley.
SP13e	Continue investment in the play area replacement fund	Revenue													Landscape Management Team and Finance Division	Resources Community Health Crime	Access to services Healthy communities	Annual revenue contributions to the play area replacement fund are ongoing.
SP14	Support the development of a strategic network of play facilities across the Borough and assist other providers to deliver improvements through partnership working																	
SP14a	Establish a Community Play Area Development Fund	Revenue													Landscape Management Team	Resources Community Health Crime	Access to services Healthy communities	Unable to establish a fund due to budget constraints but one-off revenue allocation made in Year 2. Action to be reviewed.
SP14b	Provide in kind assistance to enable other providers to develop play areas	Staff time Partner time													Landscape Management and Partnership & Development Teams North Warwickshire Play Partnership	Community Health Crime	Access to services Healthy communities Aspirations attainment and skills	Assistance has been provided to Kingsbury, Baddesley and Fillongley Parish Councils. Parish Play Events were held in March and November 2010.

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME	
		1	2	3	4	5	6	7	8	9	10					
SP15	Explore opportunities to include natural, wildplay areas when developing individual site management plans															
SP15a	Ensure briefs for site management plans include the need to consider wildplay opportunities												Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	

COMMUNITY ENGAGEMENT

SP16	Establish a network of Friends Groups to participate in the development and oversight of local green spaces															
SP16a	Target the establishment of two Friends Groups as a key action of the development of site management plans	Staff time Revenue											Landscape Management and Partnership & Development Teams	Environment Community Resources	Access to services Healthy communities Aspirations attainment and skills	
SP16b	Target the establishment of six Friends Groups as a key action of the development of sites for designation as local nature reserves	Staff time Revenue											Landscape Management and Partnership & Development Teams Environment Group	Environment Community Resources	Access to services Healthy communities Aspirations attainment and skills	To be progressed through the Local Nature Reserves project (SP6b)

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
SP17	Support the establishment of a federation of allotments associations for North Warwickshire																	
SP17a	Facilitate the establishment of an Allotments Federation	Staff time Revenue													Landscape Management and Partnership & Development Teams	Environment Community Health	Access to services Healthy communities Aspirations attainment and skills	The North Warwickshire Allotment Federation was formally constituted in January 2009
SP17b	Support the Federation to implement small-scale development projects	Staff time Revenue													Landscape Management and Partnership & Development Teams	Environment Community Health	Access to services Healthy communities Aspirations attainment and skills	Service Level Agreement in place with the Federation and funding in place to facilitate small-scale projects.
SP18	Support the establishment of allotment associations to bring about regeneration of underused sites or to establish new ones																	
SP18a	Facilitate the establishment of an allotment association in Warton	Staff time													Landscape Management and Partnership & Development Teams	Environment Community Health	Access to services Healthy communities Aspirations attainment and skills	Warton Allotment Association formally constituted.
SP18b	Support the regeneration of the allotment site in Warton	Staff time Revenue													Landscape Management and Partnership & Development Teams	Environment Community Health	Access to services Healthy communities Aspirations attainment and skills	Site in cultivation and lease executed February 2010

ACTION		RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
			1	2	3	4	5	6	7	8	9	10						
SP18c	Facilitate the establishment of an allotment association in Mancetter	Staff time													Landscape Management and Partnership & Development Teams	Environment Community Health	Access to services Healthy communities Aspirations attainment and skills	Deferred pending further consideration of the need to develop allotments in Mancetter - to be informed by a study being carried out by the North Warwickshire Allotment Association.
SP18d	Support the development of an allotment site in Mancetter	Staff time Revenue													Landscape Management and Partnership & Development Teams	Environment Community Health	Access to services Healthy communities Aspirations attainment and skills	To follow outcome of SP18c
SP18e	Prepare a policy statement to provide a framework for assisting in any future allotment site developments	Staff time													Landscape Management Team	Environment Community Health	Access to services Healthy communities Aspirations attainment and skills	Policy Statement approved by Community & Environment Board in January 2009. Revisions to the Statement approved by Board in March 2010.
SP19	Publicise and promote our green spaces, play and sports facilities through the production of leaflets and other promotional material and through use of the Internet																	
SP19a	Prepare and market promotional information for parks, play areas, outdoor sports facilities and allotments	Staff time Revenue													Landscape Management and Partnership & Development Teams	Community Resources	Access to services	

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
SP19b	Promote parks, play areas, outdoor sports facilities and allotments on the Borough Council's website	Staff time													Landscape Management and Partnership & Development Teams	Community Resources	Access to services	Open Spaces Sports and Recreation Study, Green Space Strategy and Playing Pitch Strategy are available on the NWBC website. An allotments microsite is established on the NWBC website. Other work is ongoing.

 completed

 planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
AREA PRIORITIES																		
COLESHILL																		
AP1	Develop a management plan for Cole End Park in consultation with the local community																	
AP1a	Prepare a costed management plan for Cole End Park	Staff time Revenue													Landscape Management and Partnership & Development Teams Environment Group Consultancy	Environment Community Health Resources	Access to services Healthy communities	
AP1b	Implement the management plan for Cole End Park														Landscape Management	Environment Community Health Resources	Access to services Healthy communities	
AP2	Support Coleshill Town Council to develop a management plan for Memorial Park with a view to achieving Green Flag standard																	
AP2a	Engage with the Town Council and promote access to the Community Green Space Fund	Staff time													Landscape Management and Partnership & Development Teams	Environment Community Health Resources	Access to services Healthy communities	Funding not available. Action to be reviewed.
AP3	Seek the provision of junior play facilities in the south of the area																	
AP3a	Engage with the Town Council to identify opportunities for the provision of play facilities in the south of the area	Staff time													Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AP3b	Seek opportunities for the provision of play facilities in the south of the area through the Planning process	Staff time Developer contributions												Landscape Management Team and Planning & Development Division	Community Health Crime Resources	Access to services Healthy communities	
AP4	Work with local schools to meet the demand for more community access to football pitches																
AP4a	Engage with local schools as a key action in the preparation of the Playing Pitch Strategy	Staff time Revenue												Landscape Management and Partnership & Development Teams, Consultancy	Community Health Resources	Access to services Healthy communities Aspirations attainment and skills	Schools consulted during preparation of the Playing Pitch strategy, to be advanced further through the Action Plan
AP4b	<u>Engage with local schools as a key action in the implementation of the Playing Pitch Strategy (new action)</u>	Staff time												<u>Landscape Management, Partnership & Development and Leisure Facilities Teams</u>	<u>Community Health Resources</u>	<u>Access to services Healthy communities Aspirations attainment and skills</u>	
AP5	Where appropriate, and in consultation with the local community, allow some informal open space to be developed for alternative green space uses, such as new play space or for management as natural green space																
AP5a	Engage with the Town Council and local communities to identify opportunities for the development of informal open space to other green space uses	Staff time												Landscape Management and Partnership and Development Teams	Community Environment Resources	Access to services Healthy communities	

 completed

 planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME
		1	2	3	4	5	6	7	8	9	10				

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AREA PRIORITIES																	
WATER ORTON																	
AP6	Support the Parish Council to develop a management plan for the recreation ground																
AP6a	Engage with the Parish Council and promote access to the Community Green Space Fund	Staff time												Landscape Management and Partnership & Development Teams	Environment Community Health Resources	Access to services Healthy communities	Funding not available. Action to be reviewed.
AP7	Support the improvement of play facilities at the parish recreation ground																
AP7a	Engage with the Parish Council and promote access to the Play Area Development Fund	Staff time												Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	Parish Council invited to Play Events in March and November 2010.
AP7b	Provide in kind assistance to enable the development of the play area	Staff time												Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	Kickwall from George Road open space donated to the Parish Council.
AP8	Support the provision of additional play facilities at the informal green space in Smiths Way																
AP8a	Engage with the landowner and promote access to the Play Area Development Fund	Staff time												Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	
AP8b	Provide in kind assistance to enable the development of the play area	Staff time												Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AP9	Work with the Parish Council and other providers to meet the demand for more community access to outdoor sports facilities																
AP9a	Engage with the Parish Council and other providers as a key action in the preparation of the Playing Pitch Strategy	Staff time Revenue												Landscape Management and Partnership & Development Teams	Community Health Resources	Access to services Healthy communities	Parish Council and other providers consulted during preparation of the Playing Pitch Strategy
AP9b	<u>Engage with the Parish Council and other providers as a key action in the implementation of the Playing Pitch Strategy (new action)</u>	<u>Staff time Revenue</u>												<u>Landscape Management, Partnership & Development and Leisure Facilities Teams</u>	<u>Community Health Resources</u>	<u>Access to services Healthy communities</u>	<u>Parish Council and other providers consulted during preparation of the Playing Pitch Strategy</u>
AP10	Seek the provision of additional open space for outdoor sport and children's play																
AP10a	Engage with the Parish Council to identify opportunities for the provision of additional outdoor sports facilities as a key action in the preparation of the Playing Pitch Strategy													Landscape Management and Partnership & Development Teams	Community Health Resources	Access to services Healthy communities	Parish Council and other providers consulted during preparation of the Playing Pitch Strategy
AP10b	Engage with the Parish Council to identify opportunities for the provision of additional play facilities													Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	
AP10a	Seek opportunities for the provision of additional outdoor sports and play facilities through the Planning process	Staff time												Landscape Management Team, Forward Planning and Development Control Teams	Community Health Crime Resources	Access to services Healthy communities	

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
AP11	Allow the release of some informal open space to secure funds to improve existing facilities in the area																	
AP11a	Engage with the Parish Council to identify some areas of informal open space that could be released for development	Staff time													Landscape Management and Partnership & Development Teams	Resources	Access to services	
AP11b	Consider the release of some areas of informal open space for development in the Planning process	Staff time													Landscape Management Team Planning & Development Division	Resources	Access to services	

 completed

 planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
AREA PRIORITIES																		
CURDWORTH, HURLEY AND WOOD END																		
AP12	Ensure there is no loss of publicly accessible open space within the area																	
AP12a	Ensure that publicly accessible open space is protected through the Planning process	Staff time													Landscape Management Team Planning & Development Division	Environment Community Health Crime Countryside Resources	Access to services Healthy communities	Ongoing
AP12b	Ensure that publicly accessible open space is protected from any proposals for land disposal by the Borough Council	Staff time													Landscape Management Team Asset Management Group	Environment Community Health Crime Countryside	Access to services Healthy communities	Ongoing
AP13	Support the Parish Council to develop an improvement plan for the open space and play area at Middleton																	
AP13a	Engage with the Parish Council and promote access to the Community Green Space Fund and Community Play Area Fund	Staff time													Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	Parish Council invited to Play Events in March and November 2010.
AP14	Support the Parish Council to develop an improvement plan for the open space and play area at Lea Marston																	
AP13a	Engage with the Parish Council and promote access to the Community Green Space Fund and Community Play Area Fund	Staff time													Landscape Management and Partnership & Development Teams	Environment Community Health	Access to services Healthy communities	Parish Council invited to Play Events in March and November 2010.

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AP15	Support the Parish Council to develop a management plan for the King George V Playing Fields at Curdworth to ensure ongoing improvement of facilities																
AP15a	Engage with the Parish Council and promote access to the Community Green Space Fund	Staff time												Landscape Management and Partnership & Development Teams	Environment Community Health	Access to services Healthy communities	Funding not available. Action to be reviewed.
AP16	Support the promotion of access to rights of way across the area																
AP16a	Engage with the County Council and promote access to the Community Green Space Fund	Staff time												Landscape Management and Partnership & Development Teams	Environment Community Countryside	Access to services Healthy communities	Funding not available. Action to be reviewed.
AP17	Support the RSPB in the continuing development of recreation and community activity opportunities at Middleton Lakes																
AP17a	Engage with the RSPB and promote access to the Community Green Space Fund	Staff time												Landscape Management and Partnership & Development Teams	Environment Community Countryside	Access to services Healthy communities	RSPB awarded funding from the Green Space Strategy Fund for access improvements at Middleton Lakes

 completed

 planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
AREA PRIORITIES																		
KINGSBURY																		
AP18	Target resources to raise the quality of all types of open space across the area																	
AP18a	Ensure that improvements to open spaces in the area are prioritised for early attention in the Green Space Improvements Programme and in the Local Nature Reserves Development Project	Staff time													Landscape Management and Partnership & Development Teams Environment Group	Environment Community Countryside Resources	Access to services Healthy communities	Linear Park identified for early development in the Local Nature Reserves Project, subject to successful funding bid (SP6b). New fencing installed at Sycamore Road Recreation Ground in conjunction with play area improvements.
AP19	Provide new play facilities at Sycamore Road Recreation Ground																	
AP19a	Prioritise Sycamore Road Recreation Ground for early implementation in the Play Area Development Plan	Staff time Capital Revenue													Landscape Management and Partnership & Development Teams	Community Health Crime Resources	Access to services Healthy communities	New play area installed through the Playbuilder Programme.
AP20	Support the provision of improved play facilities at Church Lane Recreation Ground																	
AP20a	Provide in kind support to the Parish Council for the development of play facilities at Church Lane recreation ground and enable installation through NWBC's existing procurement contract	Staff time Revenue													Landscape Management and Partnership & Development Teams	Community Health Crime Resources	Access to services Healthy communities	Assistance provided to secure the design, specification and costings for renewed play facilities. Parish Council awarded grant from the Green Space Strategy Fund to provide third party funding to draw down landfill tax grant. New play area installed.

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
AP21	Work with the local school to meet the demand for more community access to outdoor sports facilities																	
AP21a	Engage with the local school as a key action in the preparation of the Playing Pitch Strategy	Staff time Revenue													Landscape Management and Partnership & Development Teams, Consultancy	Community Health Resources	Access to services Healthy communities Aspirations attainment and skills	Schools consulted during preparation of the Playing Pitch strategy, to be advanced further through the Action Plan
AP21b	<u>Engage with the local school as a key action in the implementation of the Playing Pitch Strategy (new action)</u>	<u>Staff time Revenue</u>												<u>Landscape Management, Partnership & Development and Leisure Facilities Teams</u>	<u>Community Health Resources</u>	<u>Access to services Healthy communities Aspirations attainment and skills</u>		

 completed

 planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AREA PRIORITIES																	
ARLEY AND WHITACRE																	
AP22	Develop a management plan for Old Arley Recreation Ground to enable its development as a recreation “hub”																
AP22a	Prepare a costed management plan for Old Arley Recreation Ground	Staff time Revenue												Landscape Management and Partnership & Development Teams, Consultancy	Environment Community Health Resources	Access to services Healthy communities	
AP22b	Implement the management plan for Old Arley Recreation Ground	Staff time Capital Revenue												Landscape Management Team	Environment Community Health Resources	Access to services Healthy communities	To follow AP22a
AP23	Support the Parish Council to develop a management plan for Hill Top Recreation Ground, New Arley																
AP23a	Engage with the Parish Council and promote access to the Area Forum Fund or Green Space Development Fund	Staff time												Landscape Management and Partnership & Development Teams	Environment Community Health Resources	Access to services Healthy communities	Funding not available. Action to be reviewed.
AP24	Support improved access to the countryside through the promotion of footpaths and routeways through the area																
AP24a	Engage with the County Council and promote access to the Community Green Space Fund	Staff time												Landscape Management and Partnership & Development Teams	Environment Community Countryside	Access to services Healthy communities	Funding not available. Action to be reviewed.

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AP25	Support the improvement of play facilities at Hill Top, New Arley																
AP25a	Engage with the Parish Council and promote access to the Play Area Development Fund	Staff time												Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	Parish Council invited to Play Events in March and November 2010.
AP26	Support the release of the former Miners' Welfare site at Ransome Road, New Arley for development and thereafter seek developer funding contributions to improve existing green spaces in the area																
AP26a	Ensure that developer contributions are secured through the Planning process	Staff time												Landscape Management Team Planning and Development Division	Resources	Access to services Healthy communities	£32,000 s106 contribution secured for development work at Dafferns Wood in New Arley, to be used as match funding for the Local Nature Reserves Project (SP6b).
AP27	Develop a management plan for Bretts Hall Recreation Ground in Ansley Common, in conjunction with an improvement plan for the adjacent Bretts Hall Allotments site																
AP27a	Engage with the Allotment Association and the Parish Council as a key action in the preparation of a management plan for Bretts Hall Recreation Ground and Allotments	Staff time												Landscape Management and Partnership & Development Teams	Community Environment Health	Access to services Healthy communities Aspirations attainment and skills	Safer Neighbourhoods priority. Contributing to multi-agency approach to address issues.
AP27b	Implement the management plan for Bretts Hall Recreation Ground and Allotments	Staff time Revenue												Landscape Management and Partnership & Development Teams	Community Environment Health	Access to services Healthy communities Aspirations attainment and skills	To follow AP27a. Secure fencing and gates installed to the allotments in the meantime.

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AP28	Support Ansley Parish Council to develop a management plan for Ansley Recreation Ground																
AP28a	Engage with the Parish Council and promote access to the Green Space Development Fund	Staff time												Landscape Management and Partnership & Development Teams	Environment Community Health Resources	Access to services Healthy communities	Funding not available. Action to be reviewed.

 completed

 planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
AREA PRIORITIES																		
ATHERSTONE AND MANCETTER																		
AP29	Develop a formal “destination” park within the area																	
AP29a	Seek opportunities to provide a destination park within the area	Staff time													Landscape Management Team, Forward Planning and Development Control Teams	Environment Community Health	Access to services Healthy communities	
AP30	Work with partners at the neighbouring cricket ground to develop a pitch sports “hub” at Royal Meadow Drive Recreation Ground to provide a focus for a range of good quality pitch sports provision with appropriate ancillary facilities																	
AP30a	Engage with partners at Atherstone Cricket Club to agree the parameters of a project to develop a pitch sports hub	Staff time Revenue													Landscape Management and Partnership & Development Teams Consultancy	Resources Community Health	Access to services Healthy communities Aspirations attainment and skills	Clubs consulted during preparation of the Playing Pitch strategy, to be advanced further through the Action Plan
AP30b	Commission a feasibility study for the development of a pitch sports hub and determine sources of funding	Staff time Revenue													Landscape Management and Partnership & Development Teams Consultancy	Resources Community Health	Access to services Healthy communities Aspirations attainment and skills	To be progressed through the project to develop a playing pitch strategy for the Borough (SP12a)
AP30c	Implement the project to develop a pitch sports hub	Staff time Capital Revenue													Landscape Management and Partnership & Development Teams	Resources Community Health	Access to services Healthy communities Aspirations attainment and skills	To follow AP30b

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
AP31	Invest in the improvement of play facilities across the area, including the development of a major family facility																	
AP31a	Install play and youth facilities at Royal Meadow Drive Recreation Ground	Capital Revenue													Landscape Management and Partnership & Development Teams Atherstone Town Council	Community Health Crime	Access to services Healthy communities	Installation completed and celebrated with the Big Launch Lunch in August 2009
AP31b	Prioritise Ridge Lane Recreation Ground for early implementation in the Play Area Development Plan	Staff time Capital Revenue													Landscape Management and Partnership & Development Teams	Community Health Crime Resources	Access to services Healthy communities	New play area installed through the Playbuilder Programme and opening event held in July 2010.
AP32	Improve access to and within the Borough Council's open spaces across the area and support similar improvements to other providers' open spaces																	
AP32a	Ensure that improvements to open spaces in the area are prioritised for early action in the Green Space Improvements Programme	Staff time Revenue													Landscape Management Team	Environment Community	Access to services Healthy communities	
AP32b	Engage with the Town and Parish Councils and promote access to the Community Green Space Fund	Staff time													Landscape Management and Partnership & Development Teams	Environment Community Health Resources	Access to services Healthy communities	Funding not available. Action to be reviewed.

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AP33	Work with local schools and other providers to meet the demand for more community access to good quality sports pitches																
AP33a	Engage with local schools and other providers as a key action in the preparation of the Playing Pitch Strategy	Staff time Revenue												Landscape Management and Partnership & Development Teams, Consultancy	Community Health Resources	Access to services Healthy communities Aspirations attainment and skills	Schools consulted during preparation of the Playing Pitch strategy, to be advanced further through the Action Plan
AP34	Support the provision of a Synthetic Turf Pitch in the area as the preferred location for this type of facility in North Warwickshire																
AP34a	Support the provision of a Synthetic Turf Pitch at Queen Elizabeth School	Revenue												Landscape Management and Partnership & Development Teams	Community Health	Access to services Healthy communities Aspirations	QE School awarded a grant from the Green Space Strategy Fund towards provision of an STP - the first in the Borough
AP35	Where appropriate, and in consultation with the local community, allow some informal open space to be developed for alternative green space uses, such as new play space, or for management as natural green space																
AP35a	Engage with the Town Council to identify some areas of informal open space that could be released for development	Staff time												Landscape Management and Partnership & Development Teams	Resources	Access to services	
AP35b	Consider the release of some areas of informal open space for development in the Planning process	Staff time												Landscape Management Team, Forward Planning and Development Control Teams	Resources	Access to services	

 completed

 planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AREA PRIORITIES																	
POLESWORTH AND DORDON																	
AP36	Develop a management plan for Abbey Green Park in Polesworth with a view to achieving Green Flag standard																
AP36a	Prepare a costed management plan for Abbey Green Park	Staff time Revenue												Landscape Management and Partnership & Development Teams, Consultancy	Environment Community Health Resources	Access to services Healthy communities	Awarded funding from the Green Space Strategy Fund to progress
AP36b	Implement the management plan for Abbey Green Park	Staff time Capital Revenue												Landscape Management Team	Environment Community Health Resources	Access to services Healthy communities	To follow AP36b
AP37	Support the County Council in its work to develop a management plan for Pooley Country Park																
AP37a	Engage with the County Council and promote access to the Community Green Space Fund	Staff time												Landscape Management and Partnership & Development Teams	Environment Community Countryside	Access to services Healthy communities	Funding not available. Action to be reviewed.
AP38	Develop an improvement plan for Kitwood Avenue Recreation Ground in Dordon in consultation with the local community																
AP38a	Prepare a costed management plan for Kitwood Avenue Recreation Ground	Staff time Revenue												Landscape Management and Partnership & Development Teams, Consultancy	Environment Community Health Resources	Access to services Healthy communities	

ACTION		RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME	
			1	2	3	4	5	6	7	8	9	10					
AP38b	Implement the management plan for Kitwood Avenue Recreation Ground	Staff time Capital Revenue					■	■	■					Landscape Management Team	Environment Community Health Resources	Access to services Healthy communities	To follow AP38a
AP39	Where appropriate, and in consultation with the local community, allow some informal open space to be developed for alternative green space uses such as new play space or for management as natural green space																
AP39a	Engage with the Parish Council and local communities to identify some areas of informal open space that could developed for alternative green space uses	Staff time					■							Landscape Management and Partnership & Development Teams	Resources	Access to services	
AP40	Permit the release of some informal open space only where this will secure funds to improve existing facilities and avoid the loss of all other types of publicly accessible open space across the area																
AP40a	Engage with the Parish Council to identify some areas of informal open space that could be released for development	Staff time					■							Landscape Management and Partnership & Development Teams	Resources	Access to services	
AP40b	Consider the release of some areas of informal open space for development in the Planning process	Staff time		■	■	■	■							Landscape Management Team, Forward Planning and Development Control Teams	Resources	Access to services	Land at Kiln Way to be sold for development and proportion of capital receipt secured for Green Space improvements

■ completed

■ planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
AREA PRIORITIES																		
BADDESLEY AND GRENDON																		
AP41	Target resources, particularly developer contributions to improve the quality of open spaces in this area																	
AP41a	Engage with other providers to identify opportunities to improve open spaces in the area	Staff time													Landscape Management and Partnership & Development Teams	Environment Community	Access to services Healthy Communities	Contributed to discussions at Baddesley Ensor Parish Council in relation to the recreation ground.
AP41b	Ensure developer funding contributions are secured for this area	Staff time													Landscape Management Team Planning & Development Division	Resources	Access to services	
AP42	Work with partners to seek to ensure the sustainable long-term provision of publicly accessible open space in Baxterley																	
AP42a	Engage with Merevale Estate and Baxterley Parish Council to consider options for longterm provision of open space in Baxterley	Staff time													Landscape Management Team	Community Health Resources	Access to services Healthy communities	Discussions in progress with Merevale Estate with a view to securing a lease for the recreation ground.
AP43	Improve the play facilities at Boot Hill in Grendon and at the Recreation Ground in Baxterley																	
AP43a	Prioritise Grendon and Baxterley for early implementation in the Play Area Development Plan	Staff time Capital Revenue													Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	Offer of funding support from Baxterley Parish Council accepted. Play area to be renewed at the recreation ground in Baxterley once an appropriate lease has been secured. Play provision at Grendon to be prioritised in the Play Area Business Plan (SP13a)

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AP44	Support the improvement of play facilities at Speedwell Lane in Baddesley Ensor																
AP44a	Engage with the Parish Council and promote access to the Play Area Development Fund	Staff time		■	■									Parish Council, Partnership & Development Team	Community Health Crime	Access to services Healthy communities	New play area installed through the Playbuilder Programme and opened in July 2010.
AP45	Seek the provision of more play facilities, particularly youth facilities, in the area																
AP45a	Engage with the Parish Councils to identify opportunities for increased play and youth facilities	Staff time				▨								Landscape Management and Partnership & Development Teams	Environment Community Health Resources	Access to services Healthy communities	
AP45b	Seek opportunities for the provision of play facilities in the area through the Planning process	Staff time				▨	▨	▨						Landscape Management and Planning & Development Division	Community Health Crime Resources	Access to services Healthy communities	

■ completed

▨ planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AREA PRIORITIES																	
FILLONGLEY																	
AP46	Support the Parish Councils to develop management plans for the recreation grounds at Fillongley and Shustoke																
AP46a	Engage with Fillongley Parish Council and promote access to the Community Green Space Fund	Staff time												Landscape Management and Partnership & Development Teams	Environment Community Health Resources	Access to services Healthy communities	Parish Council awarded a grant from the Green Space Strategy Fund to develop and implement a management plan.
AP46b	Engage with Shustoke Parish Council and promote access to the Community Green Space Fund	Staff time												Landscape Management and Partnership & Development Teams	Environment Community Health Resources	Access to services Healthy communities	Funding not available. Action to be reviewed.
AP47	Support the improvement of play facilities at existing open spaces across the area																
AP47a	Engage with Fillongley Parish Council and promote access to the Play Area Development Fund	Staff time												Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	Parish Council awarded a grant from the Green Space Strategy Fund to develop and implement a management plan, including new play provision. Financial provision in place to support an application for Landfill Tax funding.
AP47a	Engage with Shustoke Parish Council and promote access to the Play Area Development Fund	Staff time												Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	Parish Council invited to Play Events in March and November 2010.

■ completed

▨ planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AREA PRIORITIES																	
HARTSHILL																	
AP48	Support the provision of new play facilities in the north of Hartshill																
AP48a	Engage with the Parish council to identify opportunities for provision of play facilities in the north of the area	Staff time												Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	
AP48b	Seek opportunities for the provision of play facilities in the north of the area through the Planning process	Staff time Developer contributions												Landscape Management Team, Forward Planning and Development Control Teams	Community Health Crime Resources	Access to services Healthy communities	
AP49	Support the Parish Council to develop a management plan for Snowhill Recreation Ground																
AP49a	Engage with the Parish Council and promote access to the Community Green Space Fund	Staff time developer contributions												Landscape Management Team and Planning & Development Division	Environment Community Health Crime	Access to services Healthy communities	S106 agreement in place for new facilities at the recreation ground and Leader programme promoted as a possible source of funding. Identified as a priority with the FA.
AP50	Ensure the future of the informal open space at Cherryfields as publicly accessible open space and improve the facilities it offers																
AP50a	Engage with the Parish Council to consider options to secure long-term provision of open space at Cherryfields and improvements to the facilities it offers	Staff time												Landscape Management Team	Environment Community Health Resources	Access to services Healthy communities	

■ completed

▨ planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
AREA PRIORITIES																		
NEWTON REGIS AND WARTON																		
AP51	Support the Parish Council to develop a management plan for the recreation ground at Warton																	
AP51a	Engage with Polesworth Parish Council and promote access to the Community Green Space Fund	Staff time													Landscape Management and Partnership & Development Teams	Environment Community Health Resources	Access to services Healthy communities	Parish Council awarded a grant from the Green Space Strategy Fund.
AP52	Support the Parish Council to provide sustainable, good quality play provision in Alvecote																	
AP52a	Engage with Shuttington Parish Council and promote access to the Community Play Area Fund	Staff time													Landscape Management and Partnership & Development Teams	Community Health Crime	Access to services Healthy communities	Parish Council invited to Play Events in March and November 2010.
AP53	Support the Parish Councils to develop management plans to ensure ongoing investment in the outdoor sports facilities at the recreation grounds in Newton Regis and Austrey																	
AP53a	Engage with Newton Regis Parish Council and promote access to the Community Green Space Fund	Staff time													Landscape Management and Partnership & Development Teams	Environment Community Health Resources	Access to services Healthy communities	Funding not available. Action to be reviewed.
AP53b	Engage with Austrey Parish Council and promote access to the Community Green Space Fund	Staff time													Landscape Management and Partnership & Development Teams	Environment Community Health Resources	Access to services Healthy communities	Funding not available. Action to be reviewed.

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
AP54	Support the improvement of the facilities at the playing field in Shuttington																
AP54a	Engage with Shuttington Parish Council and promote access to the Community Green Space Fund	Staff time												Landscape Management and Partnership & Development Teams	Environment Community Health Resources	Access to services Healthy communities	Funding not available. Action to be reviewed.
AP55	Allow the release of some informal open space to secure funds to improve existing facilities in the area																
AP55a	Engage with the Parish Councils to identify some areas of informal open space that could be released for development	Staff time												Landscape Management and Partnership & Development Teams	Resources	Access to services	
AP55b	Consider the release of some areas of informal open space for development in the Planning process	Staff time												Landscape Management Team , Forward Planning and Development Control Teams	Resources	Access to services	

 completed

 planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
RESOURCES																		
RP1	Prepare a four year rolling Action and Funding Plan that identify how and when we and other stakeholders will achieve our key priorities																	
RP1a	Prepare a four-year rolling Action and Funding Plan for adoption by Council based on the key priorities identified in the Green Space Strategy	Staff time	■												Landscape Management Team	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	Plan prepared and agreed in principle at Executive Board in December 2008
RP1b	Ensure that the Action and Funding plan is used to inform the budget process each year	Staff time		■	■	■	■	■	■	■					Landscape Management Team	Resources	Access to services	Ongoing
RP2	Review the Borough Council's investment of time and resources into the management and maintenance of local green space																	
RP2a	Carry out initial benchmarking of parks and open spaces provision	Staff time Revenue	■												Landscape Management Team Streetscape and Finance Divisions, APSE	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	Completed November 2008
RP2b	Repeat annual benchmarking of parks and open spaces provision	Staff time Revenue		■	■	■	■	■	■	■					Landscape Management Team Streetscape and Finance Divisions, APSE	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	Completed August 2009 and October 2010.
RP2c	Carry out a review of current grounds maintenance arrangements to ensure coherent and appropriate work programming and adequate allocation of resources	Staff time Revenue		■	■										Landscape Management Team Streetscape Division Consultancy	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	In progress

ACTION		RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME	
			1	2	3	4	5	6	7	8	9	10					
RP2d	Establish a Landscape Officer post to enable delivery of the Green Space Strategy Action Plan	Revenue												Landscape Management Team	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	Unable to progress due to budget constraints
RP3	Adopt a Supplementary Planning Document to enable the Authority to seek targeted financial contributions from housing developments towards open space, sport and recreation facilities using the Open Space, Sport and Recreation Study as evidence of need both locally and Borough-wide																
RP3a	Prepare an Open Spaces Supplementary Planning Document for adoption by Council	Staff time Revenue												Landscape Management Team Planning & Development Division	Resources	Access to services Healthy communities	Work in hand to prepare an SPD for adoption at Executive Board.

 completed

 planned / in progress

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME			
		1	2	3	4	5	6	7	8	9	10							
MONITORING AND DEVELOPMENT																		
MP1	Review and Update the Action and Funding Plan Annually																	
MP1a	Review and roll forward the Action and Funding Plan annually	Staff time													Landscape Management and Partnership & Development Teams Environment Group	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	Latest revised Action and Funding Plan presented to Community and Environment Board March 2011
MP2	Set out in the Action Plan performance targets against which delivery of the Green Space Strategy and Action Plan will be monitored and, if necessary revised																	
MP2a	Indicate in the Action Plan timescales for delivery on key priorities	Staff time													Landscape Management and Partnership & Development Teams Environment Group	Resources Environment Community Health Crime Countryside	Access to services Healthy communities	Timescales set out in the Action and Funding Plan
MP2b	Indicate in the Action Plan quality measures for delivery of key priorities	Staff time													Landscape Management and Partnership & Development Teams Environment Group	Community	Access to services	Performance indicators developed for quality of play provision and quality of provision of parks, open spaces and horticultural services
MP2c	Carry out a customer satisfaction survey annually	Staff time Revenue													Landscape Management Team	Community	Access to services	Customer satisfaction measured annually through Household and Place Surveys.

ACTION	RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME		
		1	2	3	4	5	6	7	8	9	10						
MP3	Report, as a minimum, annually to members on progress in delivering the Green Space Strategy and Action and Funding Plan																
MP3a	Report on progress in delivering the Green Space Strategy and Action and Funding Plan to Community & Environment Board in March each year	Staff time												Landscape Management Team	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	Latest report presented to Community & Environment Board March 2011
MP4	Ensure that the Green Space Strategy continues to relate to the Borough Council's corporate objectives and is embedded therein																
MP4a	Ensure that the Green Space Strategy informs the preparation of Divisional and Corporate Plans each year	Staff time												Landscape Management Team	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	Delivery of the Green Space Strategy included annually as an objective of the Divisional and Corporate Plans
MP4b	Review the Action and Funding Plan annually to ensure delivery against Borough Council and Sustainable Community Strategy priorities	Staff time												Landscape Management Team	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	Format of the Action and Funding Plan revised in year 2 to include reference to Sustainable Community Plan Priorities
MP5	Review the Open Spaces, Sports and Recreation Study and the entire Green Space Strategy on a five-year cycle																
MP5a	Establish a Green Space Strategy Fund to support a regular review	Revenue												Landscape Management Team	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	Unable to establish a fund due to budget constraints

ACTION		RESOURCE	YEAR										KEY PARTNERS	NWBC PRIORITY	SCS PRIORITY	PROGRESS / OUTCOME	
			1	2	3	4	5	6	7	8	9	10					
MP5b	Commission an interim review of the Open Spaces, Sports and Recreation Study	Staff time Revenue												Landscape Management Team Planning and Development Division	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	
MP5c	Revise the Green Space Strategy informed by the Open Spaces, Sports and Recreation Study interim review	Staff time Revenue												Landscape Management and Partnership and Development Teams Environment Group	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	
MP5d	Commission a full review of the Open Spaces, Sports and Recreation Study	Staff time Revenue												Landscape Management Team Planning and Development Division	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	
MP5e	Revise the Green Space Strategy informed by the Open Spaces, Sports and Recreation Study full review	Staff time Revenue												Landscape Management and Partnership and Development Teams Environment Group	Resources Environment Community Health Crime Countryside	Access to services Healthy communities Aspirations attainment and skills	

 completed

 planned / in progress

PI Ref	Action	Key Priority	Target Date	Target Number	Number Completed	Number In Hand
<u>Policy / Resources / Monitoring and Development Priorities</u>						
GSS PI 01	Four-year Action and Funding Plan adopted by Council	PP2/RP1	December 2008	1	1	
GSS PI 02	Four-year Action and Funding Plan reviewed and rolled forward	MP1/MP4	Annual	9	3	
GSS PI 03	Divisional and Corporate Plans informed by the Green Space Strategy	MP4	Annual	9	3	
GSS PI 04	Performance targets set out and reported against	MP2	Annual	9	3	
GSS PI 05	Customer satisfaction survey carried out and reported	MP2	Annual	9	3	
GSS PI 06	Progress in delivery of the Green Space Strategy reported to Board	MP3	Annual	9	3	
GSS PI 07	Open Spaces Supplementary Planning Document adopted by Council	PP1/RP3	September 2011	1		1
GSS PI 08	Protocol established to ensure compliance with OSSR Study and Green Space Strategy in the Planning process	PP1	September 2011	1		1
GSS PI 09	Briefings held to ensure compliance with OSSR Study and Green Space Strategy in the Planning process	PP1	Annual from September 2011	7		
GSS PI 10	Protocol established to ensure compliance with OSSR Study and Green Space Strategy in any review of land holdings and any proposals for adoption or disposal	PP3	October 2011	1		
GSS PI 11	Briefings held to ensure compliance with OSSR Study and Green Space Strategy in any review of land holdings and any proposals for adoption or disposal	PP3	Annual from October 2011	7		
GSS PI 12	Landscape Officer post established	RP2	March 2018	1		
GSS PI 13	Interim review of PPG17 Study and Green Space Strategy completed	MP5	December 2013	1		
GSS PI 14	Full review of PPG17 Study and Green Space Strategy completed	MP5	December 2018	1		
<u>Service Priorities</u>						
GSS PI 15	Initial benchmarking of parks and open spaces service completed and reported to Board	SP1/RP2	November 2008	1	1	
GSS PI 16	Annual benchmarking of parks and open spaces service completed and reported to Board	SP1/RP2	Annual	9	2	1
GSS PI 17	Grounds maintenance base data verified	SP1	July 2010	1	1	
GSS PI 18	Revised grounds maintenance specification prepared and approved by Board	SP1	January 2011	1	1	
GSS PI 19	Budget profiles for the grounds maintenance service revised	SP1	March 2012	1		1
GSS PI 20	Value for money review of parks and open spaces service completed and reported to Board	SP1	March 2012	1		1
GSS PI 21	Service Level Agreements in place between Grounds Maintenance Service and internal clients	SP1	March 2012	4		
GSS PI 22	Review and revision of Internal Grounds Maintenance Service arrangements completed	SP1	Annual from	5		
GSS PI 23	Revised Service Level Agreements with external clients in place	SP1 / RP2	March 2012	20		
GSS PI 24	Review and revision of Grounds Maintenance Service arrangements with external clients completed	SP1 / RP2	Annual from January 2013	5		
GSS PI 25	Four-year rolling Green Space Improvements Programme prepared and reviewed	SP4	Annual	10	3	1

PI Ref	Action	Key Priority	Target Date	Target Number	Number Completed	Number In Hand
GSS PI 26	Green Space Improvements Programme implemented	SP4	Annual	10	3	
GSS PI 27	Tree Management Policy adopted by Council	SP5 / SP19	March 2012	1		1
GSS PI 28	Officer capacity increased to one FTE to support implementation of the Tree Management Policy	SP5	March 2012	1		
GSS PI 29	Six sites designated as Local Nature Reserves	SP6	March 2018	6		4
GSS PI 30	Budget to support biodiversity established	SP6	Annual	9	3	
GSS PI 31	Local communities enabled to participate in the development of Local Nature Reserves	SP6	March 2018	6		4
GSS PI 32	Community Green Spaces Development Fund established and promoted	SP10 / SP8	Annual	9	1	
GSS PI 33	Consultation completed with schools and other providers to inform the preparation of a Playing Pitch Strategy	SP11	May 2010	1	1	
GSS PI 34	Playing Pitch Strategy adopted by Council	SP12	October 2010	1	1	
GSS PI 35	Play Area Business Plan adopted by Council	SP13	March 2012	1		1
GSS PI 36	Play Area revenue budget reviewed to ensure appropriate allocation of resources in the context of the Play Area Business Plan	SP13	March 2012	1		1
GSS PI 37	Appropriate investment made into the Play Area Replacement Fund	SP13	Annual	10	2	1
GSS PI 38	Community Play Area Development Fund established and promoted	SP14	Annual	9		
GSS PI 39	Friends groups established as a key action of the development of site management plans	SP16	March 2018	2		
GSS PI 40	Friends groups established as a key action of the development of Local Nature Reserves	SP16	March 2018	6		4
GSS PI 41	North Warwickshire Allotments Federation established	SP17	March 2009	1	1	
GSS PI 42	North Warwickshire Allotments Federation supported to implement small-scale projects	SP17	Annual	10	3	
GSS PI 43	Allotment Associations established	SP18	March 2018	2	1	
GSS PI 44	Allotment sites established and in use	SP18	March 2018	2	1	
GSS PI 45	Allotments Policy Statement adopted by Council	SP18	March 2010	1	1	
GSS PI 46	Parks and open spaces promoted in publicity and on the website	SP19	Annual	10		
Area Priorities						
GSS PI 47	Areas where informal open space has been developed for alternative green space uses	AP5/AP35/AP39	March 2018	3		
GSS PI 48	Areas where open space has been released for development to secure funds to develop existing green spaces	AP11/AP26/AP40/AP5 5	March 2018	4		
GSS PI 49	Areas with long-term provision of specific open space needs secured	AP42/AP50	March 2018	2		
GSS PI 50	Areas protected from the loss of publicly accessible open space	AP12	March 2018	1		
GSS PI 51	Areas with resources specifically targetted to improve the quality of green spaces	AP18/AP41	March 2018	3		1
GSS PI 52	Areas with improved access to rights of way, green spaces and the countryside	AP16/AP/17/AP24/AP3 2	March 2018	4	1	

PI Ref	Action	Key Priority	Target Date	Target Number	Number Completed	Number In Hand
GSS PI 53	Costed management plans prepared for Borough Council recreation sites	AP1/AP22/AP27/AP36/AP38	March 2018	5		
GSS PI 54	Management plans being implemented at Borough Council recreation sites	AP1/AP22/AP27/AP36/AP38	March 2018	5		
GSS PI 55	Parish councils and other providers supported to prepare management plans for recreation sites	AP2/AP6/AP13/AP14A/P15/AP23/AP28/AP37/AP46/AP49/AP51/AP53	March 2018	14	1	
GSS PI 56	Management plans being implemented at parish council and other providers' recreation sites	AP2/AP6/AP13/AP14A/P15/AP23/AP28/AP37/AP46/AP49/AP51/AP53	March 2018	14		1
GSS PI 57	A formal destination park developed	AP29	March 2018	1		
GSS PI 58	Existing Borough Council play facilities renewed	AP19/AP31/AP43	March 2018	8	3	
GSS PI 59	Parish Councils supported to improve existing play facilities	AP7/AP13/AP14/AP20/AP25/AP44/AP47/AP52	March 2018	9	2	1
GSS PI 60	Areas with new sites identified and developed for play provision	AP3/AP8/AP10/AP45/AP48/	March 2018	5		
GSS PI 61	Areas with parish councils and other providers meeting demand for more community access to sports pitches	AP9	March 2018	1		
GSS PI 62	Areas with schools meeting demand for more community access to sports pitches	AP4/AP21/AP33	March 2018	3		
GSS PI 63	A sports hub developed	AP30	March 2018	1		
GSS PI 64	Provision of a Synthetic Turf Pitch supported	AP34	March 2018	1		1
				307	49	26
				Progress	16%	8%

Site	Improvements	Funding				Total Cost	Source of External funding
		Parks and Playing Fields Revenue Budget	Play Areas Revenue Budget	Earmarked Reserves	External		
Bretts Hall Allotments, Ansley Common	Security fencing and gates	895.06		25000.00		25895.06	
Grange Road Recreation Ground, Hartshill	Roadside fencing and gates	317.40			1900.00	2217.40	licence fee for temporary compound on site
Baxterely Recreation Ground	Roadside fencing and gates	4578.40				4578.40	
Ridge Lane Recreation Ground	Boundary fencing and gates	2075.14		2000.00	2000.00	6075.14	Mancetter Parish Council (pending)
Ridge Lane Recreation Ground	Car park resurfacing	6384.00			1200.00	7584.00	Area-based grant
Sycamore Road Recreation Ground, Kingsbury	Roadside fencing and gates		11218.00		2500.00	13718.00	North Warwickshire Neighbourhood Watch
Old Arley Recreation Ground	Skate area refurbishment		10693.20			10693.20	
Old Arley Recreation Ground	Multi-use games area refurbishment	3420.00	1180.00			4600.00	
Abbey Green Park, Polesworth	Repair of footpaths	1061.68		8272.82		9334.50	
		18731.68	23091.20	35272.82	7600.00	84695.70	

**North Warwickshire Green Space Strategy
Green Space Funding Support to Other Providers**

Key Priority SP10

Organisation	Site	Project	Funding		Total Cost
			Paid	Reserved	
Fillongley Parish Council	Fillongley Recreation Ground	Preparation of management plan and implementation of play area improvements	1895.00	8105.00	10000.00
Kingsbury Parish Council	Church Lane Recreation Ground, Kingsbury	Third party funding for play area improvements	5500.00	0.00	5500.00
RSPB	Middleton Lakes	Contribution to access improvements	4500.00	0.00	4500.00
QE School Atherstone	School grounds	Contribution to the provision of a synthetic turf pitch	0.00	10000.00	10000.00
Polesworth Parish Council	Warton Recreation Ground	Preparation of management plan (in conjunction with Abbey Green Park)	0.00	10000.00	10000.00
			11895.00	28105.00	40000.00

Background information on Tame Valley Wetlands Landscape Scheme

Warwickshire Wildlife Trust (WWT) are currently working in partnership with North Warwickshire Borough Council, Warwickshire County Council, Staffordshire County Council, The Environment Agency, RSPB, British Waterways, Staffordshire Wildlife Trust, Birmingham and the Black Country Wildlife Trust and a number of other organisations and groups in order to submit an application to the Heritage Lottery Fund's Landscape Partnership fund for 'The Tame Valley Wetlands Landscape Area Scheme' – **a scheme to conserve the built and natural heritage of the area and improve its accessibility. Its vision is to engage and involve local people in the Tame Valley.**

The Tame Valley, with its extensive chain of wetlands, has become one of the premier sites for birds within the West Midlands region. For those residents living within and adjacent to the Tame Valley this area represents a very important river corridor for many wetland birds. It is regionally, if not nationally, important for its wintering waterfowl. This river corridor also supports a number of protected species such as water vole, otter, bats, barn owl and bittern amongst many others.

The Landscape Area covers over 95 square kilometres stretching from Coleshill in the south, Castle Vale in the west and up to Tamworth in the north. The Tame Way, a long distance footpath, has the potential to link many sites of local heritage interest throughout the river valley; sites such as Ladywalk nature reserve, Whitacre Heath SSSI, Kingsbury Water Park, Middleton Hall and Middleton Lakes and Broad Meadow; thereby offering local people the opportunity to get up close to their local natural and built heritage.

The principal aims of the Tame Valley Wetlands Landscape Scheme are to:

- Conserve and enhance built and natural features within the landscape. Working with a range of partners and landowners, emphasis will be given to wetland habitats, improving the landscape by linking natural features and restoring important built heritage features.
- Increase community participation by providing opportunities for people to get involved at different levels with emphasis on youth engagement, setting up of 'Friends of' groups and community-led initiatives.
- Improve access to the Tame through developing the Tame Way and a series of linked trails as the main routes for reaching a range of sites of interest within the Tame valley.
- Organise a wide range of events and activities for local people of all ages to learn more about the natural and built heritage within their area.
- Provide a range of information and interactive packs for local people to use and learn more about their local area.
- Increase skills level within local population by providing a wide range of training opportunities from traditional heritage skills to transferable skills such as team building, leadership and communication skills.

Some examples of the way in which the Trust and its partners intend to achieve these aims are as follows:

1. Creating wildlife connections

- a. Target practical habitat creation, to link, enhance and extend existing habitats, to establish a diverse and robust mosaic of priority biodiversity action plan (BAP) habitats.
- b. Create and enhance wetland scrapes, reedbeds, wet grassland, grazing marsh and wet woodland throughout the river valley.
- c. Target work to protect and enhance local populations of priority wetland species including water vole, otter, white-clawed crayfish, great crested newt, bittern, snipe, lapwing, bats, barn owl and other species.
- d. Control of invasive species such as Indian balsam and mink to enable native species to flourish.

2. Developing 'Friends of' groups

- a. Work with local residents and existing community groups to set up a network of groups and individuals interested in this scheme.
- b. Provide training to empower local people to deliver children's activities, organise community events, carry out wildlife surveys and lead conservation activities.
- c. Support newly formed 'Friends of' Groups to ensure future sustainable maintenance of the Tame Valley area.

3. Access to the Tame

- a. Carry out an access audit of the Tame Way to ascertain the necessary enhancements required and undertake necessary work.
- b. Standardise way markers demarcating the route.
- c. Signpost users to important hot spots.
- d. Set up a series of circular routes linking the Tame Way with canal towpaths and other footpaths and cycle ways.
- e. Assess options for a new bus route from Tamworth railway station to nature reserves along the Tame Valley.

4. Youth engagement programme

- a. Organise and provide free taster days for 13 to 25 year olds to take part in practical activities, media and art projects, preparing oral history stories and running community events on a number of sites within the Tame Valley.
- b. Offer accreditation for young people involved in the scheme.

5. Heritage skills improvement programme

- a. Training to be offered in 3 ways: through taster sessions, OCN accredited training and formal training including NPTC certification.
- b. Group size will be limited to 10-12 volunteers with formal training aspect requiring a 9 month part time commitment.
- c. This programme will involve a wide range of training in developing built and natural heritage skills including historical landscape, green wood working, wetland creation and building and restoring historic buildings.

The overarching objective is to make the Tame Valley more accessible and in so doing providing opportunities for local people to be fully engaged in all aspects of this scheme, from design to delivery and eventually in the future maintenance. This will instil a sense of ownership, and pride in, their local river valley.

If you are interested in becoming involved with this landscape scheme, which will begin in 2011 subject to a successful funding application, **please complete the attached form and return on letter-headed paper to the address below by 1st February**. We will then contact you with further information as the application progresses.

If you require any further information please don't hesitate to give me a call on 07818 579300 or e-mail at sophie.leszczynska@wkw.org.uk

Sophie Leszczynska
Warwickshire Wildlife Trust
Brandon Marsh Nature Centre
Brandon Lane
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Agenda Item No 10

Community and Environment Board

21 March 2011

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

**Provision and Management of an
Artificial Grass Pitch at Queen
Elizabeth School and Sports
College, Atherstone**

1 Summary

- 1.1 This report addresses a proposal for the Borough Council to enter into negotiations with relevant parties to undertake the management of community use of a proposed artificial grass pitch at Queen Elizabeth School and Sports College in Atherstone.

Recommendation to the Board

- a That the Board approves the principle of the Borough Council's involvement in the management and operation of community use of the proposed artificial grass pitch at Queen Elizabeth School and Sports College, Atherstone, strictly on terms that do not adversely affect the revenue position of the Authority; and**
- b That officers be authorised to continue negotiations with relevant parties at the School to ensure that community use of the new facility is maximised and that the outcome of these negotiations be reported back to the next meeting of the Board.**

2 Consultation

2.1 Portfolio Holder, Shadow Portfolio Holder and Ward Members

- 2.1.1 The Portfolio and Shadow Portfolio Holders for Health, Well-being and Leisure, Safer Communities, Community Life and Resources, together with relevant Ward Members, have all had an opportunity to comment on the content of this report.

3 Background

- 3.1 The provision of, and community access to, an artificial grass pitch (AGP) within North Warwickshire has been a long-held aspiration within the Borough Council. The first recommendation of a Leisure Opportunities Audit undertaken and approved in 1995 identified that "priority should be given to

producing a feasibility study, with the School, for the community use of Queen Elizabeth School's sports facilities, including the provision of an extended sports hall, improved changing accommodation and an artificial grass pitch". In accepting the recommendation and adopting a related policy in the Authority's former Leisure Strategy, it was acknowledged that this reflected a long-term policy objective of the Borough and County Councils and the then Regional Sports Council. It was also highlighted that implementation of the proposal would be dependent upon there being no adverse impact on the Council's revenue position.

- 3.2 Subsequent to the adoption of this commitment within the Leisure Strategy, the community-based need for an artificial grass pitch has been further emphasised on a number of occasions. The North Warwickshire Open Space, Sport and Recreation Study (PPG 17 Audit) again identified that there was no AGP within the Borough and highlighted this as a major deficiency in basic community sports provision. It also cited this as a reason why participation in a number of club sports had declined and why many people travelled outside the Borough to play sport. The Audit further identified that although Sport England does not currently provide guidance on the per capita level of provision for AGPs, previous guidance had suggested a minimum level of one full-size floodlit AGP per 60,000 people. This "standard" is generally now exceeded in many parts of the country, and a commonly held view is that significantly fewer people would be able to support such a facility.
- 3.3 Building on the Open Space, Sport and Recreation Study, the Borough Council's adopted North Warwickshire Green Space Strategy (2008 to 2018) includes specific service priorities to:
- SP011 - Work with schools and other providers to meet demand for more community access to outdoor sports facilities, and
 - SP012 - Use the findings of the Open Space, Sport and Recreation Study to inform the development of a Playing Pitch Strategy to deliver sustainable outdoor sports provision
- 3.4 In respect of the Atherstone and Mancetter "local need area" the Green Space Strategy also sets out the following specific area priority:
- AP034 – Support the provision of a Synthetic Turf Pitch in the area as the preferred location for this type of facility in North Warwickshire
- 3.5 In pursuance of these priorities, external consultants were commissioned to carry out an Outdoor Sports Assessment and to prepare a Playing Pitch Strategy for the Borough. The findings of the Assessment and the objectives of the Strategy were reported to the Board in June 2010 and formally adopted by Members in October 2010, after a second round of consultation with key partners. In providing a clear framework for the maintenance, improvement and development of playing pitch and outdoor sports facilities, the Strategy includes a specific recommendation to support the provision of an AGP at Queen Elizabeth School and Sports College in Atherstone as the preferred location for this type of facility in North Warwickshire.

- 3.6 The Borough Council's commitment to the development of an artificial grass pitch at Queen Elizabeth School and Sports College was further strengthened through the allocation, in 2009/10, of funding that had been made available for projects that help to deliver the key priorities of the Green Space Strategy.
- 3.7 The decision to allocate this funding was made at the meeting of Area Forum East held in January 2010, following a period of consultation with parish and town councils and other partner organisations, which were invited to indicate which of the key Green Space Strategy priorities identified for their sub-area they would most like to see taken forward. Through this process, a high level of support was demonstrated for the provision of an artificial grass pitch. Queen Elizabeth School and Sports College in Atherstone applied for funding towards the provision of such a facility, having secured most of the £300,000+ cost of the project through other funding partners. Both planning permission and support from Sport England were secured for this significant undertaking.
- 3.8 The provision of £10,000 from the Green Space Strategy Fund was key to enabling this project to proceed and it is now anticipated that installation should be completed during the summer, with the facility being available for use this autumn.

4 Community Use

- 4.1 The availability of the AGP for community use is a condition of the planning consent for the development.
- 4.2 The allocation of £10,000 from the Green Space Strategy Fund was also conditional upon availability of the facility for community use. The School is more than willing to accede to this request, given its own commitment to extend the range of its facilities and opportunities available to the wider community. Indeed, the School's business plan for the AGP includes the following commitments:
- That "the facility will be used by the School during the day until 5.00pm, after which time it will be available for community use until 10.00pm
 - Community users will have access to the pitch during weekends and school holidays, from 9.00am to 10.00pm
 - Primary schools and other community groups will be able to access the facility during the school day by negotiation
- 4.3 In preparing its business plan, the School undertook a high level of market research of similar provision across the West Midlands and also sourced relevant knowledge from industry consultants. On the basis of the information gleaned through this process, the business plan contains projections relating to levels of use and income, pricing policy and maintenance, replacement and running costs. It also includes provision for the operational and financial management and promotion of the facility.

- 4.4 There is already a substantial level of community access to the School and its facilities but it is acknowledged that the School does not have the same level of experience or expertise as the Borough Council in the management of community services. In this regard, senior staff at the School, including the Headteacher, have held preliminary discussions with officers about the Authority becoming involved in the management and promotion of community use of the AGP. Whilst the Borough Council is not the only potential provider of these services, the Headteacher has indicated a willingness to work in partnership with the Authority to deliver a programme of community use outside the School's core hours. Thus, whilst there is a need for further and more detailed negotiation with representatives from the School, it is felt that the opportunity exists to enter into a partnership that would be of benefit to both parties.
- 4.5 Clearly any such partnership would need to be based upon shared aims and objectives. In this regard, there is strong evidence to suggest that the School shares the Authority's commitment to "enhancing community involvement and access to services", as well as to each of the three priorities of the Community Partnership (raise aspirations, educational attainment and skills; develop healthier communities and enhance access to services). This provides a good platform for any further negotiations relating to community use of the AGP.

5. Partnership Options

- 5.1 The Borough Council's potential involvement in the management, operation and promotion of community use could essentially be provided in one of two ways:
- Option A - Through the provision of a range of services in return for a "management fee" payable by the School to the Authority. Under this arrangement, the School would keep all of the income generated through community use. The payment of a management fee carries little or no risk to the Borough Council, provided that the negotiated fee covers the costs incurred in providing the agreed service(s) to the School.
 - Option B - By way of an "income share" arrangement that would incentivise both parties to maximise community use of the AGP and allow them to share in the benefits of having done so. Under such an arrangement, the potential risks to the School would be minimised by making provision to cover maintenance and future replacement costs of the facility before sharing any surplus income.
- 5.2 Option A would comprise the Borough Council undertaking the out of school hours management and administration of the facility, in respect of which appropriate internal booking and hiring processes already exist, in return for an agreed annual management fee. The fee would cover all of the costs of providing this service. Fees and charges for use of the AGP itself would be set by the School on an annual basis.

- 5.3 Under Option B, in addition to managing out of school hours use, the Borough Council would assume responsibility for the marketing and promotion of the facility, thereby enhancing its use and income potential. Whilst both parties share an objective to encourage community use of an important new asset, it must be recognised that there would be a balance to be struck in respect of income generation. The School, after securing sufficient receipts to maintain and replace the AGP, would want to maximise income to benefit its own organisation. The Borough Council would want to heighten levels of community use and, from the investment of its time and expertise, generate income that would help to sustain community services generally. The percentage return that the Borough Council would receive on all surplus income generated would need to be negotiated with the School's representatives.

6 Conclusion

- 6.1 In support of the outcomes and priorities of the Open Space, Sport and Recreation Study (PPG 17 Audit), the Green Space Strategy and the Playing Pitch Strategy, the Borough Council now has an opportunity to develop a key partnership with Queen Elizabeth School and Sports College in Atherstone to deliver community use of a much needed artificial grass pitch. The AGP, upon its delivery, will be an important new asset. As such, and as evidenced in the corresponding business plan produced by the School, demand for access is expected to be high. Both parties share the objective to maximise community use of the facility, and, in so doing, protect its viability and future sustainability.
- 6.2 The Board is asked to approve the principle of the Borough Council's involvement in the management and operation of community use of the proposed AGP on terms that do not adversely affect the revenue position of the Authority. It is further proposed that officers continue to negotiate with representatives from the School to ensure that community use of the new facility is maximised and that, subject to the approval of any negotiated agreement by Members and the School's Board of Governors, any consequent income-related benefits are shared by both parties. Thereafter, a successful partnership has the potential to lead to an expansion of community use of other facilities at the School, including the sports hall (there is a long-held regionally recognised deficiency of indoor sports provision in Atherstone), the grass sports pitches (another need recognised in the Playing Pitch Strategy) and the tennis courts, as well as services that could contribute to raising wider aspirations, educational attainment and skills within the community.
- 6.3 The outcome of any such negotiations with the School would be reported back to the Board for approval prior to implementation.

7 Report Implications

7.1 Finance and Value for Money Implications

7.1.1 It is estimated that the Borough Council's management of community use of the proposed AGP would result in a full-year revenue cost of between £5,500 and £7,000, dependent upon the level of service required by the School. Within any future partnership with the School, it would be necessary for the Borough Council to at least recover this management cost in order to prevent an adverse impact on the Authority's revenue position. The level of any potential income share arrangement clearly requires to be negotiated with the School's representatives. The outcome of these negotiations would be reported back to the Board for approval prior to the implementation of any partnership agreement.

7.2 Safer Communities Implications

7.2.1 Appropriately timetabled and accessible leisure and community development opportunities provide constructive alternatives to anti-social and/or criminal behaviour and thereby help to reduce the likelihood of disorder within the community. Additionally, Queen Elizabeth School is positively supporting the provision of diversionary activities, including through the use of its sports hall for football sessions. Through effective partnership working with the Leisure and Community Development Division and with the assistance of Area Based Grant capital funds, the North Warwickshire Community Safety Partnership was facilitated to support the on-site provision of additional lighting. The lighting assists with wider community access to the site, which helps to sustain activities that contribute to reducing crime and disorder.

7.3 Environment and Sustainability Implications

7.3.1 The adoption of a partnership agreement with Queen Elizabeth School and Sports College, Atherstone, would ensure provision of opportunities for improved constructive leisure activity within communities and enhance local cohesion, social inclusion and individual quality of life. It would also impact positively upon the creation of sustainable, healthy and safe communities.

7.4 Human Resources Implications

7.4.1 The proposed management of community use of the artificial grass pitch at Queen Elizabeth School and Sports College may require the appointment of a part-time member of staff, dependent upon the nature of any agreement negotiated with the School. Any recruitment would be subject to approval by Members and thereafter would be undertaken in accordance with the relevant policies of the Authority.

7.5 Risk Management Implications

7.5.1 The risk management implications associated with the Authority's potential involvement in the community use of the proposed AGP are identified in the attached template.

7.6 Equalities Implications

7.6.1 An Equality and Impact Needs Assessment relating to the Borough Council's potential involvement in the management of community use of the proposed AGP is attached to the report.

7.7 Links to Council's Priorities

7.7.1 As identified in the main body of the report, the proposals contained herein have the potential to positively impact upon the corporate priorities to:

- Enhance community involvement and access to services
- Tackle health inequalities through improving well-being and providing leisure opportunities to all of our citizens
- Work with our partners to tackle crime, the fear of crime and anti-social behaviour
- Make best use of our resources through achieving a balanced budget

7.7.2 Additionally, the provision and management of community use of an artificial grass pitch at Queen Elizabeth School and Sports College in Atherstone would directly contribute to the priorities of the Sustainable Community Strategy to:

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

7.7.3 The service developments proposed in the main body of the report would also deliver against priorities set out in the North Warwickshire Green Space Strategy and the recently adopted North Warwickshire Playing Pitch Strategy.

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
1	Headteacher, Queen Elizabeth School and Sports College, Atherstone	Business Plan	2010
2	Headteacher, Queen Elizabeth School and Sports College, Atherstone	Sports Specialism Plan	2010

Equality Impact Assessment Summary Sheet

Please complete the following table summarised from the equality impact assessment form. This should be completed and attached to relevant Board reports.

Name of Policy Procedure/Service	Management of Artificial Grass Pitch
Officer Responsible for assessment	Peter Wheaton

Does this policy /procedure /service have any differential impact on the following equality groups /people

- (a) Is there a positive impact on any of the equality target groups or contribute to promoting equal opportunities and improve relations or:
- (b) could there be a negative impact on any of the equality target groups i.e. disadvantage them in any way

Equality Group	Positive impact	Negative impact	Reasons/Comments
Racial	x		New service will contribute to the promotion of equal opportunities
Gender	x		New service will contribute to the promotion of equal opportunities
Disabled people	x		New service will contribute to the promotion of equal opportunities
Gay, Lesbian and Bisexual people			
Older/Younger people	x		Positive impact if the facility is developed to create opportunities for a wider range of people from the local community to participate in related activity
Religion and Beliefs			
People having dependents caring responsibilities			
People having an offending past			
Transgender people			

Risk Management

NORTH WARWICKSHIRE BOROUGH COUNCIL

Division

Cost Centre or Service

Risk Ref	Risk: Title/Description	Consequence	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Gross Risk Rating	Responsible Officer	Existing Control Procedures	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Net Risk Rating
01	Not involved in management/operation of the AGP	Loss of responsibilities/partnership option	4	3	12	Peter Wheaton	Discussions in place to operate within the context of a partnership agreement	2	2	4
	Lack of use of facility	Community use restricted affecting health and well-being opportunities	4	3	12		Good relationship with School, communication/liason with community development operatives to affirm links with School	2	2	4
	Financial risk to the Authority	Potential loss of income affecting net revenue position	4	3	12		Partnership agreement will support the options to reduce the risk to the Authority	3	2	6
Risk Ref	Options for additional / replacement control procedure					Cost Resources	Likelihood (5 = high, 1 = low)	Impact (5 = high, 1 = low)	Net Risk Rating	

Completed By: Peter Wheaton

Date: 17/02/11

Agenda Item No 11

Community and Environment Board

21 March 2011

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

North Warwickshire Play Strategy

1 Summary

- 1.1 The purpose of this report is to inform Members of the progress being made in the delivery of the North Warwickshire Play Strategy, which exists to provide a co-ordinated approach to play provision and development throughout the Borough.

Recommendation to the Board

That the Board notes the progress being made in respect of the delivery of relevant actions identified in the North Warwickshire Play Strategy.

2 Consultation

2.1 Portfolio Holder, Shadow Portfolio Holder and Ward Members

- 2.1.1 The Portfolio and Shadow Portfolio Holders for Housing, Safer Communities, Health, Well-being and Leisure, The Environment, Community Life and Resources have all had an opportunity to comment on the content of this report.

3 Report

- 3.1 As Members will be aware, the Children's Play Programme is a national initiative, supported through the Big Lottery Fund. Through the Programme, and as part of a £155 million project, £200,000 was made available to the North Warwickshire area (not exclusively to the Borough Council) to develop locally identified play projects. In order to access the funding, the Borough Council was required to undertake a lead role in the application process and develop a co-ordinated Play Strategy, which included a portfolio of projects that focused on the areas of greatest need. The North Warwickshire Play Strategy was formally adopted by the Board in January 2007 and by the Community Partnership the following March. The Strategy evidences widespread consultation and enabled funding to be drawn down to deliver six priority projects.

4 North Warwickshire Play Partnership

- 4.1 The Play Strategy process was led by a local Play Partnership (a sub-group of the Children, Young People and their Families Theme Group). It was originally intended that the Play Partnership would be a sustainable group that would also hold responsibility for overseeing implementation of the Play Strategy Action Plan. Regrettably, and despite consideration of a number of different delivery options (including the co-ordination of meetings alongside the local Sport and Active Recreation Group), a lack of additional external funding has resulted in poor attendance at Play Partnership meetings. In pursuance of a commitment made by the Board to ensure that play provision is co-ordinated across the Borough, therefore, two separate partnership routes have been followed. For static, unsupervised play area provision, targeted "Play in Your Community" events, led by the Leisure and Community Development Division, have been delivered to parish councils. For play activities, the Community Development Officer (Young People and Inter-generation) [CDO (YP&I)] has worked closely with partners at Area Extended Service Partnership meetings.

5 Play Progress

- 5.1 Subsequent to its approval and adoption by the Board in January 2007, a Big Lottery Fund Children's Play Programme application was submitted in March 2007 in order to support the delivery of the local Play Strategy. The application was approved in June 2007, as a consequence of which £200,000 was secured to support the realisation of six priority projects that form part of the overall Strategy. The priority projects were:

- Mancetter Play Area
- Hartshill Hayes Adventure Play Area
- St Mary's Road Play Area, Atherstone
- "More Time to Play" – Lighting provision on priority recreation grounds (funding was used to light Coleshill Skate Park)
- Wildplay – Outdoor play and traditional games in natural settings
- Take a Break/"Tiny Tabs" – Playschemes for young children with a disability

- 5.2 As previously reported to the Board, the four capital projects were delivered on time and to budget in the first two years of the scheme. The two revenue projects came to an end in October 2010 and both were very successful in achieving their identified participation targets. Alongside the success of the Big Lottery Funded projects, officers within the Leisure and Community Development Division have worked hard to ensure the delivery of the additional actions identified in the Play Strategy. In this regard, through multi-agency partnership working, the following tasks have been accomplished:

- Further to assisting in the development of a county-wide Play Strategy, a successful application for Playbuilder funding was made to Warwickshire County Council as the lead body administering funding from the former Department for Children, Schools and Families. This resulted in more

than £203,000 being made available to progress the development of a further four high priority play spaces, as identified in both the Play Strategy and Green Space Strategy. New play areas in Baddesley Ensor and Ridge Lane were completed during 2010 and play areas in Old Arley and Kingsbury (Sycamore Road) are due to be completed in March 2011.

- A number of successful free family events were held during the summer, aimed at increasing use of Borough Council recreation grounds. The events took place at Kingsbury (Sycamore Road Family Fun Sports Day – with just under 300 participants) and in Atherstone (where den building at Royal Meadow Drive attracted 41 participants).
- National Play Day was celebrated in partnership with Warwickshire Wildlife Trust at Mancetter Recreation Ground. The Branch Out Bus was in attendance at this event.
- Two targeted “Play in Your Community” events were delivered for local town and parish council. The first event, which took place in March 2010, addressed play and design principles, including the need to involve young people to ensure the development of unique play spaces. The second event took place in November and focused on the important subject of “risk in play”.
- In conjunction with Warwickshire Wildlife Trust, funding was secured through the Local Nature Reserves Project to enable the continuation of the “Wildplay” programme.
- Work has been undertaken in conjunction with the countywide Play Partnership to develop standardised play area audits. On the 31 March 2011, Partnership members will be auditing up to eight North Warwickshire sites.

5.3 In order to comply with Big Lottery Fund criteria and to ensure that phase one of the Borough Council's Play Area Development Programme achieved its expected outcomes, a comprehensive evaluation of the Programme was undertaken, the outcomes from which have been reported to, and approved by, both the Community and Environment and Scrutiny Boards. The evaluation acknowledged the success of phase one of the Development Programme and identified a number of key lessons to be learned. These lessons have been shared and used during the second (Playbuilder) phase of the Programme.

5.4 To ensure that school holiday play provision meets identified needs and is delivered in an effective and efficient manner, the CDO (YP&I) leads play discussions at local Area Extended Service Partnership meetings. These meetings have played a vital role in establishing a Task and Finish Group charged with co-ordinating and promoting focused, multi-agency holiday activities for children, young people and their families across North Warwickshire.

6 Future Developments

- 6.1 Over the past few years, significant levels of external funding have been secured that has enabled an increase in the quality and quantity of play provision for local children and young people. During the last 12 months, however, and as a consequence of the financial pressure being felt by many organisations, access to these funding opportunities has become more difficult, as the competition for smaller sums of money has intensified. In this regard, the outcomes drawn from the evaluation of the Play Area Development Programme will help to ensure that high quality bids are submitted to any remaining funding streams. It is inevitable, however, that the provision of both capital and revenue play projects will be adversely affected in the current economic climate. For a number of years, Warwickshire County Council's Positive About Young People funding has been used to support delivery of North Warwickshire's holiday play programme, including the Call4Sport, playscheme and family event initiatives. The loss of this funding in 2011 will result in a reduced play programme for North Warwickshire children, young people and their families. Every effort will be made to minimise the impact of the loss of this local support through more effective and efficient multi-agency working and through the increased engagement of the voluntary and community sector.

7 Report Implications

7.1 Finance and Value for Money Implications

- 7.1.1 There is no new financial implication arising directly from this report. It should be noted, however, that the Borough Council, as a provider of play opportunities for children and young people, commits financial resources that impact on the delivery of the Play Strategy and its Action Plan. In this regard, the required resources have been incorporated within the 2011/12 revenue budget. As identified in the main body of the report, external funding is sought to extend the provision available across the Borough and it is anticipated that access to these increasingly limited opportunities will become more difficult in future.

7.2 Safer Communities Implications

- 7.2.1 Appropriately designed and located play opportunities for children and young people provide constructive alternatives to anti-social and/or criminal behaviour. Improving the quality and accessibility of play areas and activities will also help to reduce the likelihood of disorder within the community. Involvement of the community, and most especially children and young people, in these processes will create ownership of the sites and activities, thereby further reducing the likelihood of inappropriate behaviour.

7.3 Legal and Human Rights Implications

- 7.3.1 None, other than ensuring that any play provision meets the appropriate safety and accessibility standards.

7.4 Environment and Sustainability Implications

7.4.1 The provision of opportunities for constructive activity within communities enhances local cohesion, social inclusion and individual and collective quality of life. It also impacts positively upon the creation of sustainable communities, within which people feel safe, healthy and valued.

7.5 Risk Management Implications

7.5.1 The risks associated with the North Warwickshire Play Strategy have previously been reported to the Board.

7.6 Equalities Implications

7.6.1 The provision of new and improved play opportunities is designed to enhance the quality of life for everyone in the local community. The Play Strategy is aimed at developing better quality and more inclusive play spaces and opportunities. The related EINA concludes that the Strategy will have a positive impact, as it aims to increase usage of play areas and open spaces by disadvantaged groups, reduce barriers in play and promote community cohesion.

7.7 Links to Council's Priorities

7.7.1 The North Warwickshire Play Strategy has positive and direct links to the following corporate priorities:

- Enhancing community involvement and access to services
- Protecting and improving our environment
- Tackling health inequalities through improving well-being and providing leisure opportunities to all of our citizens
- Working with our partners to tackle crime, the fear of crime and anti-social behaviour

7.7.2 The Play Strategy also contributes to the delivery of the Sustainable Community Strategy by addressing all three priorities:

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

The Contact Officers for this report are Jaki Douglas (719492) and Jessica Grove (719220)

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 March 2011

Report of the Chief Executive and the Deputy Chief Executive

Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April - December 2010

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 to December 2010.

Recommendation to the Board

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

2 Consultation

2.1 Portfolio Holder, Shadow Portfolio Holder and Ward Members

- 2.1.1 The Portfolio Holder and Shadow Portfolio Holder for Resources, Councillors Bowden and Butcher have been sent a copy of this report and any comments received will be reported to the Board.

3 Background

- 3.1 This report shows the third quarter position with the achievement of the Corporate Plan and Performance Indicator targets for 2010/11. This is the third report showing the progress achieved so far during 2010/11.

4 Progress achieved during 2010/11

- 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 national and local performance indicators during April to December 2010/11 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

Amber – target currently behind schedule and requires remedial action to be achieved

Green – target currently on schedule to be achieved.

5 Performance Indicators

- 5.1 The current national and local performance indicators have been reviewed by each division and Management Team for monitoring for the 2010/11. Members should be aware that the current set of national indicators have been reviewed by the Coalition government and have all been stopped. In a recent announcement the Secretary of State for Communities and Local Government has confirmed the replacement of the National Indicator Set with a single comprehensive list of all the data expected to be provided by local government to central government. The data requirements are being reviewed and reduced for April 2011 onwards.

6 Overall Performance

- 6.1 The Corporate Plan performance report shows that 87.5% of the Corporate Plan targets and 72% of the performance indicator targets are currently on schedule to be achieved. The report shows that individual targets that have been classified as red, amber or green. 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	Quarter 3 Number	Percentage
Green	21	87.5%
Amber	3	12.5%
Red	0	0%
Total	24	100%

Performance Indicators

Status	Quarter 3 Number	Percentage
Green	18	72%
Amber	7	28%
Red	0	0%
Total	25	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 community safety performance indicators which are reported to Executive Board.

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 will be 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 actions and indicators which contribute towards the priorities of the sustainable community strategy including customer access strategy, outreach services, financial inclusion and health and well being services.

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 Equalities

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

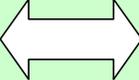
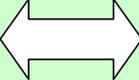
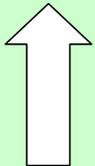
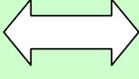
8.6.1 There are a number of targets and performance indicators contributing towards the priorities of access to services, protecting and improving our environment, tackling health inequalities and reducing crime and anti social behaviour.

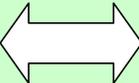
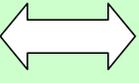
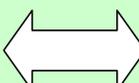
The Contact Officer for this report is Robert Beggs (719238).

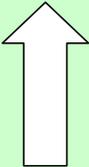
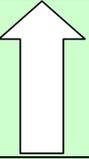
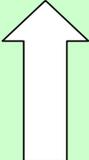
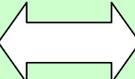
Background Papers

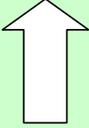
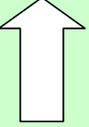
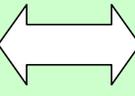
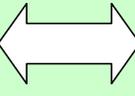
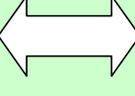
Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

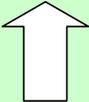
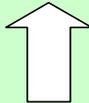
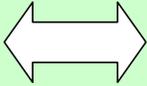
Background Paper No	Author	Nature of Background Paper	Date
National Indicators for Local Authorities and Local Authority Partnerships	Department for Communities and Local Government	Statutory Guidance	February 2008

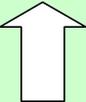
Ref	Start Date	Action	Board	Lead Officer	Reporting Officer	Theme	Sub-Theme	Update	Traffic Light	Direction
7	Apr-10	Implementing the annual LEADER business plan. The objectives of the LEADER project are to improve ease of access to community services for individuals, communities and businesses in rural North Warwickshire and specifically targeting those groups with most barriers to face through isolation and deprivation; and to develop a more inclusive and sustainable community transportation and communications network within, between and beyond settlements in the area	Community & Environment Board	Pro tem DCE	Simon Powell	Community Life		Work on implementation of the LEADER Business Plan is progressing, although in consultation with AWM the 2010/11 programme has had to be reduced due to the timescales involved. DEFRA support for LEADER, however, remains subject to review, the outcome of which will not be known until the end of January at the earliest. Projects for 2011/12 will only be approved subject to North Warwickshire receiving funding.	Green	
9	Apr-10	Raising aspirations, skill levels and attainment through recognised vocational qualifications, volunteering and targeted activities (e.g. Cook and Taste, Activities4U, leadership and environmental awards, etc.) Action within the Leisure and Community Development Division will secure the attainment of 105 nationally or locally accredited qualifications in 2010/11	Community & Environment Board	AD (L&CD)	Simon Powell	Community Life		Work to raise aspirations, skill levels and attainment is progressing in accordance with action plans in the Partnership and Development section. Targeted activities have included Cook and Taste and Healthy Lifestyle programmes in schools in Arley, Atherstone, Baddesley Ensor, Hartshill and Hurley. Healthy eating programmes were also undertaken during the summer. Recognised vocational qualifications have been achieved through the Children's University.	Green	
10	Apr-10	Taking action in accordance with targets and outcomes identified in the LEADER business plan to protect existing village shops and post offices in order to ensure our villages are as vital and sustainable as possible by a) Continuing supporting rural post offices by awarding 100% rate relief; b) Investigating and pursuing projects and opportunities which help to maintain rural services; and c) Identifying opportunities to find resources to support village shops and social enterprises	Community & Environment Board	ACE (CS) / DCE	Bob Trahern	Community Life		100% rate relief has been awarded in line with the Councils guidelines to all rural post offices in 2010/11	Green	
35	Apr-10	Continuing to be sympathetic to the needs of the farming and rural communities to improve access to services and enhance communication for and with rural communities	Community & Environment Board	ACE(CS)	Bob Trahern	Community Life	DCE	See Item 2 above in terms of face to face access issues although via publications and flyers we have continued to ensure rural communities have been able to access appropriate information as well as all services via the web, phone and at ad hoc BOB events	Green	

Ref	Start Date	Action	Board	Lead Officer	Reporting Officer	Theme	Sub-Theme	Update	Traffic Light	Direction
37	Apr-10	Implementing LEADER projects that contribute to village renewal, development and conservation and upgrading the rural heritage in accordance with the LEADER business plan	Community & Environment Board	AD (L&CD)	Simon Powell	Community Life		Relevant projects are being developed, including at Astley Castle and within Dordon, Hurley and Maxtsoke. The Development Officer is working with applicants to develop eligible projects that meet LEADER objectives.	Green	
39	Apr-10	Continuing to participate in Economic Development and work with partners including WCC, C & W Chamber, AWM by participation in the LAA Economy Theme Group, the Sub regional economic development group, the Warwickshire Investment Partnerships and the sub regional Destination Management Partnership and to implement the actions in accordance with the groups' work plans and issue emerging from the Warwickshire Economic Area Assessment	Community & Environment Board	CE	ACE (CS)	Community Life	DCE	Discussions are currently taking place with the County Council regarding representation and input to county wide economic development activity.	Amber	
45	Apr-10	Ensuring that the levels of cleanliness on roads, streets, pavements and open spaces within the Borough are maintained to not more than the 2009/10 year end figure for National Indicator 195a of 8%	Community & Environment Board	AD (S)	Richard Dobbs	Environment		The last survey results indicated that the Council was well on course to meet the year end target of 8%. Final surveys for the year have now been completed and are being analysed - good outcome anticipated	Green	
46	Apr-10	Identifying flooding and DCEainage projects will be continued and specific issues tackled in conjunction with partners (incl. WCC & Environment Agency) through advice, investigation and (where necessary) enforcement including projects to spend the Property Protection Grant allocation and implementation of the site specific action plans by March 2011	Community & Environment Board	AD (S)	Richard Dobbs	Environment		Property Protection Grant Funding allocation is on schedule as are other ongoing flooding projects. Fillongly flood protection work has been commissioned and is due to be completed by the end of February, 2011	Green	
47	Apr-10	Continuing to work closely with Public Realm Partners on all public realm issues within the Borough and to review the Partnership's effectiveness by March 2011	Community & Environment Board	AD (S)	Richard Dobbs	Environment		Partnership work is continuing to produce results - particularly on main roads in the Borough where enhanced partnership arrangements with the Highways Contractor and neighbouring authorities have been established. Review will take place later in the year.	Green	
48	Apr-10	Encouraging communities, in conjunction with other partner organisations, to identify and report public realm concerns and thereafter ensure that four sustainable local "clean up" initiatives are undertaken	Community & Environment Board	AD (L&CD) / AD (S)	Simon Powell	Environment		Four community clean-up events have been supported, in Atherstone, Hurley, Polesworth and Water Orton, through the loan of litter picking equipment, the removal of rubbish and graffiti, the provision of skips and the supply of graffiti removal equipment. Additional targeted fly-tipping work has taken place in Corley, as identified through the local PACT process.	Green	

Ref	Start Date	Action	Board	Lead Officer	Reporting Officer	Theme	Sub-Theme	Update	Traffic Light	Direction
49	Apr-10	Working with WCC and other relevant agencies to support and deliver actions that promote waste minimisation, recycling, litter awareness and reduce dog fouling, including through work with eight schools and support for the national eco-schools programme	Community & Environment Board	AD (S) / AD (L&CD)	Simon Powell	Environment		<p>Following the initial publicity and promotional campaign and subsequent work targeted at areas of low participation, a second participation survey will commence in January 2011. This will identify the impact of the promotional campaign and the new recycling scheme.</p> <p>Four talks on recycling have been given to schools (Atherstone, Dordon, Hurley and Warton), although the offer has been made to all schools across the Borough. Nine schools have also received a visit from Recycler the Rapping Robot (via WCC) to promote the "Reduce, Reuse, Recycle" message. These visits were targeted at schools which had not received a previous visit, not yet engaged with eco-schools programme or accessed offers of recycling talks. Additional recycling talks have been given in three community settings (at a Mother and Toddler group, the Older People's Forum and to a Rotary Club).</p>	Green	
50	Apr-10	Reviewing the success of the Warden Scheme and examining ways in which the service could be expanded or improved in conjunction with relevant Town and Parish Councils and local Members by September 2010	Community & Environment Board	AD (S) / DCE	Richard Dobbs	Environment		Review was initiated at the Environment Portfolio Group meeting held in December.	Green	
51	Apr-10	Reviewing grass cutting arrangements through the outcomes of the Grounds Maintenance Service Review as well as continuing to work with town and parish councils to target specific areas by May 2010	Community & Environment Board	AD (S) / AD (L&CD)	Simon Powell	Environment		The initial Grounds Maintenance Service Review (including grass cutting arrangements) is complete and a new draft specification has been prepared, which will be considered by the C&E Board at its meeting in January 2011.	Green	
52	Apr-10	Complete the review and adopt the action plan arising from the related Parks and Open Spaces Value for Money Review by May 2010	Community & Environment Board	AD (L&CD) / AD (S)	Simon Powell	Environment		Work on the Parks and Open Spaces VFM Review, which had initially been delayed due to the demands of the Playbuilder Programme, is now logically being undertaken in conjunction with the Grounds Maintenance Service Review, and will be reported to Members in due course	Amber	

Ref	Start Date	Action	Board	Lead Officer	Reporting Officer	Theme	Sub-Theme	Update	Traffic Light	Direction
53	Apr-10	Exploring opportunities to work more closely with neighbouring authorities, Contractors and WCC to improve recycling services across the Borough and increase the recycling rate to over 30%	Community & Environment Board	AD (S)	Richard Dobbs	Environment		A revised contract with the new contractor 'Palm Recycling' has been put into operation from 18 October 2010. The kerbside collection service now caters for the collection of plastics and cardboard. Early weight returns show that the new service is performing very well. Final participation surveys are now being undertaken.	Green	
55	Apr-10	A Climate Change Strategy will be agreed by Members, including an updated action plan, with a view to reducing the carbon emissions of the Council by 10% in 2010/11	Community & Environment Board	ACE&SC	Steve Maxey	Environment		The strategy has been agreed. The work towards implementing the action plan is ongoing. Agreement has been reached with the Energy Savings Trust to review our action plan and provide support to implement the actions. However reductions in staffing have meant that measurement of emissions has not progressed and therefore the 10% reduction may not now be achieved.	Amber	
56	Apr-10	Implementing phase 3 of the North Warwickshire Green Space Strategy in accordance with the revised Action and Funding Plan	Community & Environment Board	AD (L&CD)	Simon Powell	Health & Wellbeing		Work to implement phase 3 of the GSS is progressing satisfactorily and in accordance with the Action and Funding Plan.	Green	
57	Apr-10	Within the context provided by the Health, Well-being and Leisure Strategy and ongoing discussions relating to "Building Schools for the Future", determining by October 2010 and then commencing implementation of the agreed approach to the future provision, management and operation of the Council's leisure facilities, having particular regard to the short and long term future of Coleshill Leisure Centre	Community & Environment Board	DCE /AD (L&CD)	Simon Powell	Health & Wellbeing	DCE	The Building Schools for the Future programme has now been stopped by the Coalition Government. Work is progressing, however, in respect of the future provision, management and operation of the Council's leisure facilities and particularly with regard to the future of Coleshill Leisure Centre.	Green	
58	Apr-10	In conjunction with the Children, Young People and Their Families theme group, reinvigorating the NW Play Partnership and continuing to co-ordinate implementation of the NW Play Strategy, in accordance with the revised Action Plan	Community & Environment Board	AD (L&CD)	Simon Powell	Health & Wellbeing		Discussions are being held with relevant partners about the best mechanisms through which to advance related work. In the meantime, Officers are continuing to co-ordinate implementation of the NW Play Strategy in accordance with the Action Plan.	Green	

Ref	Start Date	Action	Board	Lead Officer	Reporting Officer	Theme	Sub-Theme	Update	Traffic Light	Direction
59	Apr-10	Continuing to evaluate, and thereafter report on, the impact of the three-year Play Area Development Programme by September 2010 and completing the implementation of the local Playbuilder programme by March 2011	Community & Environment Board	AD (L&CD)	Simon Powell	Health & Wellbeing		Evaluation of Phase 1 of the Play Area Development Programme has been completed and reported to the C&E Board in June 2010 and to the Scrutiny Board in December 2010. New play facilities have been installed at Ridge Lane and Baddesley Ensor through the Playbuilder Programme and further to local consultation new play areas are also being developed in Kingsbury and Old Arley.	Green	
60	Apr-10	In accordance with the approved Allotments Policy Statement, advancing the development of a further allotment site in North Warwickshire, most likely in Hurley, by March 2011	Community & Environment Board	AD (L&CD)	Simon Powell	Health & Wellbeing		Work is progressing with the recently constituted Hurley Allotments Association. A potential site had been identified, although it met with local opposition, as a consequence of which negotiations in respect of an alternative site, in the ownership of the County Council, are being progressed. A recent meeting within the community has confirmed local support for the development of this site.	Green	
61	Apr-10	Continuing to co-ordinate the sustainable development of Wellness Matters, including its further expansion into targeted communities and through the promotion of healthy lifestyles and healthy eating in three communities by November 2010	Community & Environment Board	AD (L&CD)	Simon Powell	Health & Wellbeing		Wellness Matters continues to develop co-ordinated health and well-being initiatives around the Borough. A successful targeted programme has included after-school healthy eating taster sessions and a seven week Cook and Taste programme at Hartshill School. Cook and Taste programmes have also been delivered in Baddesley Ensor, Coleshill and Hurley. A healthy lifestyle scheme is now being delivered in Arley.	Green	
62	Apr-10	Continuing to ensure compliance with the Council's statutory responsibilities as a partner and Compact signatory within the WSCB and through implementation of the provisions of the recently revised and adopted Child Protection Policy by training a pool of internal Child Protection Trainers and delivering WSCB Level 1 training to appropriate staff by March 2011	Community & Environment Board	AD (L&CD)	Simon Powell	Health & Wellbeing		The Council is continuing to undertake its responsibilities as a partner and Compact signatory within the WSCB. Relevant training is being provided to appropriate staff and the provisions of the Child Protection Policy are being implemented.	Green	

Ref	Start Date	Action	Board	Lead Officer	Reporting Officer	Theme	Sub-Theme	Update	Traffic Light	Direction
66	Apr-10	Continuing to develop and deliver targeted positive interventions, community safety projects and constructive leisure opportunities (e.g. Call4Sport, Activities4U, etc.) to provide diversionary activities, reduce instances of anti-social behaviour and meet the wider needs and aspirations of young people, inter-generational work and wider community development activity as detailed in the Leisure and Community Development Division's Service Plan	Community & Environment Board	AD (L&CD)	Simon Powell	Safer Communities		Youth engagement projects have included a Borough-wide football tournament at Aston Villa's training ground in which ten teams took part, including from the Council, the Police and Fire and Rescue. Friday night summer sessions have been delivered in Ansley Common, Hartshill, Warton and Wood End. A mobile skate facility was available through Call4Sport throughout the summer. Activities4U and other diversionary initiatives also continue to operate and engage young people and families about a range of issues, including the dangers of alcohol mis-use. Additionally, projects have been initiated in Warton and Wood End, where relationships are currently being developed.	Green	

Performance Indicators

PI Ref	Description	Division	Section	High/Low is good	2010/11 Target	2009/10 Outturn	National Best Quartile	Performance	Traffic Light	Direction	Comments	Suggested reporting interval	Board
Chief Executive's Division													
ACPI H1	The percentage of food premises inspections that should have been carried out that were carried out for high risk premises.	Chief Executive	Env Health (C, L &HP)	High	100%	87%	N/A	67%	Amber	↑	Performance has slightly improved from Quarter 2 and expecting further improvement in Quarter 4. Extra resource from January.	Q	Community and Environment Board
ACPI H4	The percentage of food premises interventions that should have been carried out that were carried out for low risk premises.	Chief Executive	Env Health (C, L &HP)	High	100%	New	N/A	70%	Amber	↑	As above	Q	Community and Environment Board
Leisure and Community Development													
ACPI I1b	Swimming pools and sports centres : The net cost per swim/visit	Leisure & Community Development	Leisure Facilities	Low	£1.91	£2.02	N/A	£1.92	Amber	↑	Performance is anticipated to meet the end of year target	Q	Community and Environment Board
FAC-LPI 9	Leisure Centres - Total income per visit :	Leisure & Community Development	Leisure Facilities	High	£2.30	£2.44	N/A	£2.36	Green	↔		Q	Community and Environment Board
ACPI I1a	Swimming pools and sports centres : The number of swims and other visits per 1,000 population.	Leisure & Community Development	Leisure Facilities	High	7,310	6,611	N/A	5,041	Amber	↓	Lower than anticipated visitor numbers, particularly at Coleshill Leisure Centre and Atherstone Swimming Pool, where attendances have been adversely affected by the removal of Free Swimming at the end of July 2010	Q	Community and Environment Board
P&D PI 1	Number of customer contacts	Leisure & Community Development	Partnership & Development	High	30,500	19,083	N/A	19,551	Amber	↓	A proposed boxing project did not come to fruition and "Get Active Week" could not be delivered as sub-regional funding was not secured by the Sports Forum	Q	Community and Environment Board
P&D PI 2	Total number of projects delivered by the section	Leisure & Community Development	Partnership & Development	High	110	136	N/A	88	Green	↔		Q	Community and Environment Board
P&D PI 4	Customer satisfaction with Community Development activities	Leisure & Community Development	Partnership & Development	High	80%	87%	N/A	95%	Green	↑		Q	Community and Environment Board
P&D PI 5	Percentage of successful funding applications	Leisure & Community Development	Partnership & Development	High	75%	83%	N/A	100%	Green	↑	(Note that an incorrect figure was reported in Q2)	Q	Community and Environment Board
P&D PI 6	Number of funding bids supported	Leisure & Community Development	Partnership & Development	High	40	48	N/A	35	Green	↔		Q	Community and Environment Board
P&D PI 7	Team benchmark % satisfaction scores	Leisure & Community Development	Partnership & Development	High	85%	89%	N/A	82.00%	Green	↔		Q	Community and Environment Board
P&D PI 9	The number of nationally accredited qualifications gained as a consequence of P&D activity	Leisure & Community Development	Partnership & Development	High	90	New	N/A	62	Amber	↑	It is anticipated that the end of year target will be met	Q	Community and Environment Board

Performance Indicators

PI Ref	Description	Division	Section	High/Low is good	2010/11 Target	2009/10 Outturn	National Best Quartile	Performance	Traffic Light	Direction	Comments	Suggested reporting interval	Board
P&D PI 10	The number of locally accredited qualifications gained as a consequence of P&D activity	Leisure & Community Development	Partnership & Development	High	15	New	N/A	126	Green	↔		Q	Community and Environment Board
Streetscape													
BVPI 82	Percentage of household waste arisings : which have been sent by the Authority for recycling	Streetscape	Refuse & Recycling	High	15%	10.41%	26.9%*	11.4%	Amber	↑	The introduction of additional materials to the kerbside collection service from Oct 2010 has had a significant and positive effect but the lack of weight figures for December means that performance in that month has been estimated. The poor weather that affected collections reduces confidence in the estimate used.	Q	Community and Environment Board
BVPI 82	The percentage of household waste sent by the Authority for composting or treatment by anaerobic digestion. :	Streetscape	Refuse & Recycling	High	18%	18.25%	19.8%*	23.8%	Green	↔	The target is likely to be met & exceeded.	Q	Community and Environment Board
BVPI 84	Number of kilograms of household waste collected per head of the population. :	Streetscape	Refuse & Recycling	Low	462	466	373kg*	418	Green	↑	The current performance is on better than expected but will also be affected when the verified recycling weights are known.	Q	Community and Environment Board
BVPI 88	Number of collections missed per 100,000 collections of household waste :	Streetscape	Refuse & Recycling	Low	25	46.68	N/A	26	Green	↑	Slightly above target but still within scope for the year end.	Q	Community and Environment Board
REF-LPI 2	Percentage of missed collections put right by the end of the next working day. :	Streetscape	Refuse & Recycling	High	-	Not available	N/A	Not available				Q	Community and Environment Board
NI191	Residual household waste per household	Streetscape	Refuse & Recycling	Low	722	769	482kg	636	Green	↑	As comment for BVPI. 184	Q	Community and Environment Board
NI192	Household waste recycled and composted	Streetscape	Refuse & Recycling	High	33%	28.65%	45.77%	34.75%	Green	↑	Currently above target but reduction in garden waste will also reduce the performance figure. However the revised kerbside service is proving to offset that effect.	Q	Community and Environment Board
NI193	Municipal waste landfilled	Streetscape	Refuse & Recycling	Low	67%	73.22%	N/A	67.73%	Green	↑	Currently just above target and reducing overall weights should bring the target within scope.	Q	Community and Environment Board
BVPI 91	Percentage of households resident in the authority's area served by kerbside collection of at least two recyclables. :	Streetscape	Refuse & Recycling	High	100%	95.92%	100%*	100%	Green	↔	With the introduction of the revised kerbside collection service the target is achieved.	Q	Community and Environment Board
NI195a	Improved street and environmental cleanliness (litter)	Streetscape	Streetscape	Low	6%	6%	2.00%	5.0%	Green	↑	Litter levels remain consistent and meet targets	Q	Community and Environment Board

Performance Indicators

PI Ref	Description	Division	Section	High/Low is good	2010/11 Target	2009/10 Outturn	National Best Quartile	Performance	Traffic Light	Direction	Comments	Suggested reporting interval	Board
NI195b	Improved street and environmental cleanliness (detritus)	Streetscape	Streetscape	Low	10%	10%	6.00%	6.0%	Green	↑	Detritus levels remain consistent and meet targets	Q	Community and Environment Board
NI195c	Improved street and environmental cleanliness (graffiti)	Streetscape	Streetscape	Low	1%	1%	0.00%	0.0%	Green	↑	Graffiti levels remain consistent and meet targets	Q	Community and Environment Board
NI195d	Improved street and environmental cleanliness (fly posting)	Streetscape	Streetscape	Low	0%	0%	0.00%	0.0%	Green	↑	Fly posting levels remain consistent and meet targets	Q	Community and Environment Board

	<ul style="list-style-type: none"> • Developing Supplementary Planning Guidance to enable the Borough Council to secure funding for green space improvements through Section 106 agreements • Implementation of the Grounds Maintenance Service Review • Undertaking a programme of individual site improvements (details discussed) • Playing Pitch Strategy <ul style="list-style-type: none"> - Working with schools to improve community access (especially for young people) - Working with local clubs to develop sites such as Hurley Daw Mill, Ansley Workshops, Piccadilly and Grendon • Play Areas – development of a sustainable business plan and helping Parish Council's to develop their sites • Local Nature Reserves • Site Management Plans (including for Abbey Green Park, Warton, Old Arley and Cole End Park) <p>Cllr Wykes raised the issue of work being undertaken in conjunction with Hartshill Parish Council to improve Snow Hill Recreation Ground (pitch and ancillary facility developments).</p> <p>There was also a discussion about the use of external funding to advance the improvement of community assets.</p>	
<p>3</p>	<p>Grounds Maintenance Service Review</p> <p>Work is currently focused on implementing the new grass cutting specification. There will be changes to the existing grass cutting rounds as new, more appropriate equipment is introduced (which will lead to a higher quality cutting regime).</p> <p>Work is also taking place to improve back office functions, thereby creating capacity for officers to monitoring service standards.</p> <p>Warwickshire County Council has recently undertaken a review of its payments to districts and boroughs for the cutting of its grass. Cllr May's involvement on the WCC Working Party undoubtedly helped in securing a better than anticipated and more equitable outcome for the Borough Council than was previously the case. A detailed assessment of the implications of the County Council's position was required. This work would be undertaken and reported to the C&E Board at the earliest opportunity, as there were budgetary and service implications associated with this matter.</p>	<p>All to note</p> <p>AW to action</p>
<p>4</p>	<p>Local Nature Reserves</p> <p>A grant of just under £250,000 has been awarded by Natural England to develop four Local Nature Reserves in North Warwickshire. Relevant part-time staff have been recruited and community based work will start very soon on the first two sites to be developed; Dafferns Wood (Old Arley) and Kingsbury Linear Park. The other two sites are located at Abbey Green Park</p>	<p>All to note</p>

	<p>(Polesworth) and Cole End Park (Coleshill).</p> <p>SNP confirmed that Borough Council revenue match funding provision had been made and that Section 106 monies had been obtained for the Dafferns Wood site.</p>	
5	<p>Queen Elizabeth School – Artificial Grass Pitch</p> <p>Funding had been secured for a full-size, floodlit artificial grass pitch (AGP) at Queen Elizabeth School and Sports College in Atherstone. Work will start on this project in May and it is scheduled to be available for community use in September 2011.</p> <p>The Borough Council is working with the School to secure a good level of community access to the facility, which is both a planning condition and a condition attached to the Authority’s grant support for the project. The outcome of these discussions will be reported to Members in due course.</p> <p>The Portfolio Groups were supportive of the principle of the Borough Council’s involvement in the management of community use associated with the initiative.</p>	All to note
6	<p>Verbal Updates</p> <p>Playbuilder</p> <p>New sites in Kingsbury (Sycamore Road) and Old Arley (Rectory Road) have been completed and are unofficially open to the public.</p> <p>Discussion will be held in the near future with Atherstone Town Council regarding the future of play provision at Warwick Drive and Minions Close.</p> <p>Allotments</p> <p>Work is progressing on the development of allotments in Hurley on a site owned by Warwickshire County Council. The local Allotment Association is up and running.</p> <p>The Allotment Federation has completed a mapping exercise, which has confirmed an oversupply in the Atherstone/Mancetter area. Relevant information is available on the website. A priority for future development has been identified in Kingsbury, although available land may be a problem. The potential for a project in Polesworth has also been raised by Cllr Butcher.</p> <p>Cllr Freer queried whether related information can be provided in the OSS. AW to investigate.</p> <p>Leisure Facilities</p> <p>Atherstone Leisure Complex – The new Fitness Studio has a steadily</p>	<p>All to note</p> <p>SNP & AW</p> <p>AW to action</p>

	<p>increasing usage and is attracting people new to exercise (particularly women). Local schools are also showing an interest in using the facility. Each of the Authority's fitness suites can now accommodate people from 12 years of age.</p> <p>Coleshill Leisure Centre – There have been recent improvements to the fitness suite at Coleshill. A range of additional short-term interventions are also being considered in order to protect usage and income figures.</p> <p>Arley Sports Centre – Further to the C&E Board's decision not to reduce opening hours at Arley, daytime use by local schools has increased to 34 sessions a week. This is very encouraging, particularly as the schools all accommodate people with special needs.</p> <p>LEADER</p> <p>Of the four approved 2010/11 projects, the three community facilities in Maxstoke, Hurley and Dordon have been completed. The project to develop heritage trails around Astley Castle will be completed next year.</p> <p>Two more projects have been approved, one to undertake improvements to Hartshill Community Centre and a Three Villages Youth Worker project that will cover Hurley, Wood End and Piccadilly.</p> <p>Formal notification relating to the funding of the local LEADER programme beyond March 2011 is expected by the end of the week, in respect of which officers are due to meet with representatives from AWM on 21 March to clarify the details. Related information will be conveyed to Members at the earliest opportunity.</p>	<p>SNP</p>
<p>7</p>	<p>Any Other Business</p> <p>Cllr Pickard stated that there is a lot of good work going on related to Health and Well-being and it would be good to see this on the agenda. SNP will ensure that it is on the agenda for the next Portfolio Group meeting.</p>	<p>SNP to action</p>

Agenda Item No 14

Community and Environment Board

21 March 2011

**Report of the
Assistant Director (Streetscape)**

**Warwickshire Waste Partnership
Business Plan 2011/12**

1 Summary

- 1.1 This report is to ask members to endorse the content of the Warwickshire Waste Partnership Business Plan for 2011/12. The document details the ongoing aims and commitments of the Partnership.

Recommendation to the Board

That the Board note and endorse the Warwickshire Waste Partnership Business Plan 2011/12.

2 Report

- 2.1 The Warwickshire Waste Partnership was established in 2005 and replaced the former Warwickshire Waste Forum. The Partnership consists of Warwickshire County Council and the five Warwickshire District/Borough Councils.
- 2.2 Each year a business plan for the year ahead is produced by the Partnership and accordingly circulated for the information and endorsement by the constituent authorities.
- 2.3 The Warwickshire Waste Partnership Business Plan for 2011/12 is shown as an Appendix to this report. The Plan details both short term and longer term objectives for waste management in Warwickshire. It also outlines current performance information and the progress already made towards requirements. The Business Plan has previously been considered and endorsed by the Council's Environment Portfolio Group. Members of this Board are asked to confirm that endorsement.
- ...
- 2.4 The objectives arise to enable the Partnership authorities to comply with both European and national directives for waste management policy with appropriate regard for local circumstances.

3 Report Implications

3.1 Finance and Value for Money Implications

3.1.1 There are no Financial or Value for Money Implications.

3.2 Environment and Sustainability Implications

3.2.1 The business plan 2011/12 has a vision and objectives to help Warwickshire manage waste in ways that are environmentally, economically and socially sustainable.

The Contact Officer for this report is Bernard Woodhall (Ext 4376).

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

Warwickshire Waste Partnership

Working together for a more sustainable future

Business Plan 2011/12

January 2011



Warwickshire Waste Partnership Business Plan 2011

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Glossary of terms

Commercial Waste	Waste classed as arising from non household sources according to the Controlled Waste Regulations 1992
Composting	An aerobic (in the presence of air) biological process in which organic wastes, such as garden and kitchen waste, are converted into a stable material which can be applied to land to improve soil structure and enrich the nutrient content of the soil.
Composting (in vessel)	Shredded waste is placed inside a container through which air is forced. This method allows good control of temperature, moisture and aeration leading to rapid composting although it will need a period of outdoor maturation. Kitchen waste can only be composted in vessel.
Composting (Windrow)	Shredded waste is placed in elongated heaps, called windrows, normally outdoors. The windrows are turned mechanically periodically to aerate the composting waste. The process takes at least 16 weeks, at the end of which the compost represents about half the weight of the input material
EfW	Energy from Waste
Household Waste	Waste classed as arising from household sources according to the Controlled Waste Regulations 1992 Covers: waste from household collections, street sweeping, bulky waste collections, hazardous household waste collections, litter collections, separate garden waste collections, waste from Civic Amenity Sites and waste collected separately for recycling/composting schemes
HWRC	Household Waste Recycling Centre - A facility provided by the Local Authority that is accessible to local residents for the deposit of household waste that is not collected by the normal household waste collection round.
Incineration	Sometimes known as mass-burn incineration, is the controlled burning of waste, either to reduce its volume or its toxicity. Can include energy recovery to produce heat or power. Ash residues still tend to be disposed of to landfill
Industrial Waste	Waste from any factory and from any premises occupied by an industry
Inert Waste	Waste which, when deposited into a landfill site, does not undergo any significant physical, chemical or biological transformation
Landfill Sites	Land in which waste is deposited
Landfill Tax	A levy on landfill site operators with the explicit environmental objective of reducing the UK's reliance on landfill as a means of disposal. The level of the tax is £48 a tonne during 2010/11 and rises each year. A lower rate of £2.50/tonne applies to waste which is inactive.
LATS	Landfill Allowance Trading Scheme - The Landfill Allowance Trading Scheme introduces significant and innovative changes in waste policy and practice for the diversion of biodegradable municipal waste from landfill.

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Municipal Waste	Any waste controlled or directed by a Waste Collection Authority or a Waste Disposal Authority
PPE	Personal protective equipment
Recycling	The segregation, collection and reprocessing of waste materials into the same products or different ones
Residual Waste	The elements of the waste stream that remains after recycling or compostable materials have been separated or removed
Re-Use	Can be practised by the commercial sector with the use of products designed to be used a number of times, such as re-usable packaging. Householders can purchase products that use refillable containers, or re-use plastic bags
Trade Waste	Waste classed as arising from non household sources according to the Controlled Waste Regulations 1992
Transfer Station	A facility where deposited bulked up and transported to a disposal or reprocessing point
Waste Hierarchy	Suggests that: the most effective environmental solution may often be to reduce the amount of waste generated - <i>waste reduction</i> ; where further reduction is not practicable, products and materials can sometimes be used again, either for the same or different purposes – <i>re-use</i> ; failing that, value should be recovered from waste, through <i>recycling, composting or energy recovery from waste</i> , only if none of the above offer an appropriate solution should waste be <i>disposed</i>
Waste Minimisation	Action to prevent waste being produced in order to minimise or reduce the amount of waste requiring final disposal. Minimising waste saves on collection and disposal costs and helps to reduce the demand for raw materials
WCA	Waste Collection Authority
WCC	Warwickshire County Council
WDA	Waste Disposal Authority
WDF	WasteDataFlow
WEEE	Waste Electrical and Electronic Equipment

Foreword by Councillor Alan Cockburn

Chair, Warwickshire Waste Partnership



This Business Plan sets out the route map for the Warwickshire Waste Partnership over the coming years, to continue to implement the principles of the Warwickshire Municipal Waste Management Strategy.

This document lays out our partnerships objectives, strategies, to management Warwickshire waste in ways that are environmentally, economically and socially sustainable. If everyone used resources the way we did in Warwickshire and the rest of the western world, we would need 2.7 planets to support the human race. This is simply not sustainable. The Warwickshire Waste Partnership believes that we should be able to live within our means, only using our fair share of the earth's resources and sustaining Warwickshire legacy for generations to come. Waste has a very large part to play in this!

Over the last decade the way which we manage waste in Warwickshire has change significantly. As partners we must continue work together to meet the clear targets we have set ourselves for minimising and recycling waste. In the current economic climate, however, we are all looking at ways to work more efficiently. By working together we will strive to achieve better value more integrated waste management within Warwickshire.

Together we now recycle, reuse or compost over 48% of our household waste. I would like to thank the public and other stakeholders, for recycling more waste than ever and looks forward to working with them to tackle the challenge of further improvements

The next few years will provide us with a number of milestone events and will require us to work in a transparent and honest manner in the true spirit of partnership. In doing so, we will achieve our objectives and more, working towards sustainable waste management for our County and our people and contributing to the unique and beautiful environment which is Warwickshire.

A handwritten signature in blue ink, appearing to read 'Alan Cockburn', written in a cursive style.

Councillor Alan Cockburn
Chair, Warwickshire Waste Partnership

Executive Summary

The Warwickshire Waste Partnership (the Partnership) is the group of Councils in Warwickshire that collect and dispose of the County's municipal waste. The Partnership comprises all five District and Borough Councils (Waste Collection Authorities) as well as the County Council (Waste Disposal Authority). The vision of the Warwickshire Waste Partnership is to:

1. To manage Warwickshire waste in ways that are environmentally, economically and socially sustainable.
2. To respect the limits of our environment - using only our fair share of the earth's resources and sustaining Warwickshire legacy for generations to come
3. To embed the principles of the Waste Hierarchy into every day life in Warwickshire
4. To provide high quality waste service fit for the 21st Century to all our residents

To achieve this vision the partnership has set short and medium term objectives. The key medium term objectives for the partnership, to be achieved by 2015 are to:

1. Reduce the amount of municipal waste produced in Warwickshire to 500 kg per head. With no more than 200 kg per head of residual waste
2. Recycle, compost and reuse 60% of our municipal waste by 2015
3. Increase recycling by all Partners to a minimum of 40%
4. Give Warwickshire an effective voice in dialogue with Government and other agencies with the capacity to influence sustainable waste management

The Partnership will support these objectives through, but not be limited to, the following options:

- Promoting awareness and behavioural change to increase capture rates and quality
- Using new methods for communications
- Landfill avoidance such as home composting and reuse shops at Household Waste Recycling Centres (HWRCs)
- Investigation into food waste collection for Nuneaton and Bedworth Borough Council (NBBC) and North Warwickshire Borough Council (NWBC)
- Kerbside recycling collections
- Considering Alternate Weekly Collections of residual waste where and when appropriate
- Improved HWRC facilities
- Increasing range of materials collected via the HWRCs and scheme to reduce recyclables being put into the residual waste stream

The short term objectives for 2011/12 are to:

1. Update the Municipal Waste Management Strategy for Warwickshire following the release of the updated guidance from government

2. To assess the best way to monitor the sustainability of Warwickshire municipal waste management
3. Review the Partnerships position on the delivery of recycling and waste collections, and road map its future delivery
4. To work sub-regionally to improve value for money on joint procurement either as a whole partnership or in clusters
5. Reduce the amount of municipal waste produced in Warwickshire to 530 kg per head. With no more than 265 kg per head of residual waste

The Partnership will use the 2010/11 Business Plan to as the main source of reference for elected members, officers, stakeholders and others interested in the work of the Warwickshire Waste Partnership. Once all Partners have endorsed the Business Plan through their Committee process the Partnership will monitor its progress and achievements.

To achieve the targets laid out above action plans may need to be developed. Each target will be allocated a "Member Champion", who will help to guide and monitor achievements against the target, along side the Lead Officer. The Partnership will also require individual officers or the relevant the officers working group to provide regular monitoring reports to the Partnership, as well as potentially providing individual authorities scrutiny committees with reports as and when requested.

Updates and reports on each target will be reported at the Partnership meetings throughout the year.

Section A - Background

1. Our Vision

The vision of the Warwickshire Waste Partnership is to:

- ☆ To manage Warwickshire waste in ways that are environmentally, economically and socially sustainable.
- ☆ To respect the limits of our environment, using only our fair share of the earth's resources and sustaining Warwickshire legacy for generations to come
- ☆ To embed the principles of the Waste Hierarchy into every day life in Warwickshire
- ☆ To provide high quality waste services fit for the 21st Century to all our residents

1.1 The Warwickshire Waste Partnership

The Warwickshire Waste Partnership (the Partnership) is the group of Councils in Warwickshire that collect and dispose of the County's municipal waste. The Partnership comprises of all five District and Borough Councils (Waste Collection Authorities) as well as the County Council (Waste Disposal Authority).

In 2005 the Partnership adopted the Joint Municipal Waste Management Strategy for Warwickshire (the Strategy). This document is underpinned by a vision to work together to minimise the amount of waste generated and manage what is produced in ways that are environmentally, economically and socially sustainable. The Strategy sets out the strategic framework for the management of municipal waste and confirms the local authority's commitment to working together. The first review of the Strategy was planned for 2010 but due to a delay in government guidance has been rescheduled for 2011. The review will address developments in legislation, policy and market forces and take account of the improvements in performance achieved by the partner authorities over the past five years.

The Partnership has seen Warwickshire's recycling rate increase significantly over the past five years. The improvements have resulted in levels of recycling and composting performance that range between 27% and 60% across the Partnership.

Waste continues to be one of the most challenging areas facing local government today. Although Warwickshire has surpassed the Government's 40% recycling targets in 2009/10 by recycling, composting and reusing over 48% of household waste there is still much work for the Partnership to do.

3.3.1 Partnership Members

The partner authorities are:

- North Warwickshire Borough Council (NWBC)
- Nuneaton and Bedworth Borough Council (NBBC)
- Rugby Borough Council (RBC)
- Stratford District Council (SDC)
- Warwickshire County Council (WCC)
- Warwick District Council (WDC)

The District and Borough Councils are Waste Collection Authorities (WCAs) and the County Council is a Waste Disposal Authority (WDA).

The Partnership is made up of elected Members and Officers from all of these authorities. The group was established in 1998, when it was known as the Warwickshire Waste Forum. It was set-up to forge closer working relationships between the County and District/Borough Councils, particularly with respect to developing the joint Municipal Waste Management Strategy.

In 2005, the Warwickshire Waste Forum became the Warwickshire Waste Partnership, with a formal Memorandum of Understanding being adopted to promote closer Partnership Working between the Authorities.

1.2 Warwickshire Waste Partnership Objectives

The Partnership has both short and medium term objective to reach its visions.

1.2.1 Medium Term Objectives 2011 – 2015

The key medium term objectives for the partnership to be achieved 2015 are to:

- ☞ Reduce the amount of municipal waste produced in Warwickshire to 500 kg per head. With no more than 200 kg per head of residual waste
- ☞ Recycle and compost and reuse 60% of our municipal waste by 2015
- ☞ To increase recycling by all Partners to a minimum of 40%
- ☞ Give Warwickshire an effective voice in dialogue with Government and other agencies with the capacity to influence sustainable waste management.

The Partnership will support these objectives through, but not be limited to the following options:

- ☞ Promoting awareness and behavioural change to increase capture rates and quality
- ☞ Use new methods for communications

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- ☞ Landfill avoidance such as home composting and reuse shops at HWRCs
- ☞ Investigation into food waste collection for NBBC and NWBC
- ☞ Kerbside recycling collections
- ☞ Considering Alternate Weekly Collections of residual waste where and when appropriate
- ☞ Improved HWRC facilities
- ☞ Increasing range of materials collected via HWRCs and scheme to reduce recyclables being put into the residual waste stream

1.2.2 Short Term Objects 2011/ 2012

The short term objectives for 2011/12 are to:

- ☞ Update the Municipal Waste Management Strategy following the release of the updated guidance from government
- ☞ To assess the best way to monitor the sustainability of Warwickshire's municipal waste management
- ☞ Review the Partnerships position on the delivery of recycling and waste collections, and road map its future delivery
- ☞ To work sub-regionally to improve value for money on joint procurement either as a whole partnership or in clusters
- ☞ Reduce the amount of municipal waste produced in Warwickshire to 530 kg per head. With no more than 265 kg per head of residual waste

More details on how these will be achieved can be found in section B and C of this document.

1.2.3 Authority Targets 2011/ 2012

As well as those where working in Partnership is required, each Partner also has targets and goals which they are working towards. Although these are individual targets and goals, knowledge and help may sometimes be needed from other Partners or the Partnership as a whole. The tables below set out these targets and goals and their timescales.

Table 1 (below) – NBBC Goals and Targets for 2011/12

Nuneaton and Bedworth Borough Council		
Recycling	Trial of comingled collection from flats.	2011
Recycling	Participation survey (2 nd part)	2011
Collection Efficiency	Study of collection rounds to ensure optimal routing. Appraisal of alternative collection schemes via route optimisation modelling.	2011

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Table 2 (below) – NWBC Goals and Targets for 2011/12

North Warwickshire Borough Council		
Recycling	Revised Kerbside Recycling - Service to include plastics and cardboard recycling – Continued promotion of the service	2010/11
Recycling	Participation survey (2 nd part)	2011
Collection Efficiency	Study of collection rounds to ensure optimal routing. Appraisal of alternative collection schemes via route optimisation modelling.	2011

Table 3 (below) – RBC Goals and Targets for 2011/12

Rugby Borough Council		
Recycling	Introduction of kerbside textile collections	June 2011
Collection Efficiency	Restructure collection rounds to maximise efficiency	May 2011
Recycling	Targeting promotions in challenging areas such as high density housing	March 2012

Table 4 (below) – SDC Goals and Targets for 2011/12

Stratford District Council		
Recycling	60% combined recycling & composting rate in 2011/12	March 2012
Waste Minimisation	Waste Reduction - Reduce number of Kg per property from 2010/11 figure	March 2012
Recycling and Waste Minimisation	When results of waste analysis known, target material for recycling and/or diversion	March 2012

Table 5 (below) – WCC Goals and Targets for 2011/12

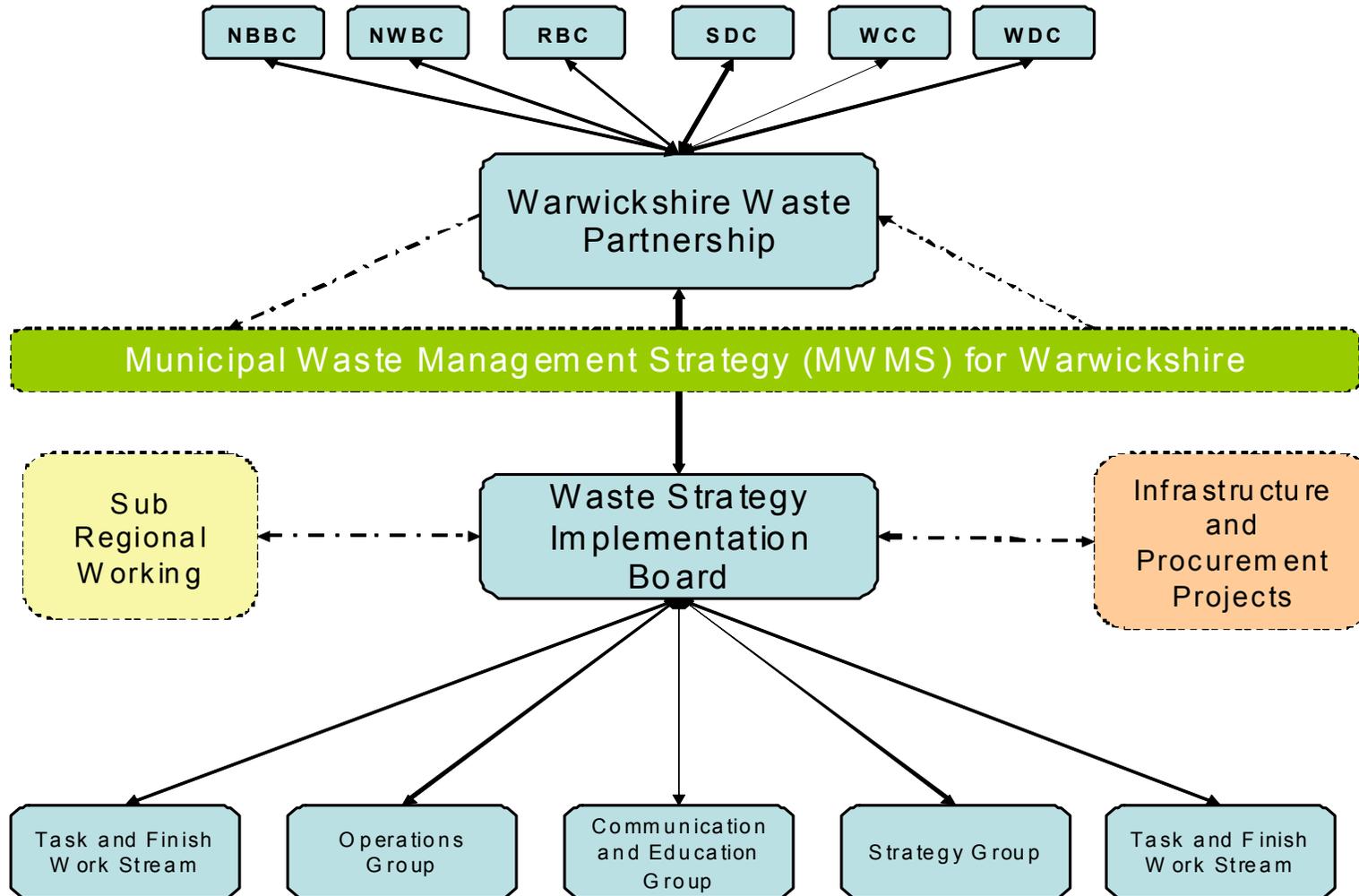
Warwickshire County Council		
HWRCs	To successfully bring six HWRCs in-house and procure a recyclables framework	1 st December 2011
Street Sweepings	To successfully procure a facility to recycle street sweepings	December 2011
Lower House Farm	To successfully procure a design and build contract for the Lower House Farm HWRC and Transfer Station, and commence building	March 2011

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Table 6 (below) – WDC Goals and Targets for 2011/12

Warwick District Council		
Community Recycling Officers	To target areas where participation in kerbside recycling is low, using promotional materials, road shows and door stepping.	Ongoing
Recycling on the Go	To measure the success of the scheme which encourages the separation of recyclable litter into separate compartments, rather than mixed in traditional litter bins.	April 2011
Service Developments	Continue to develop and implement recycling initiatives including textile sacks, textile banks, recycling small WEEE, recycling from schools and flats etc	Ongoing
Service Developments	Carry out review of services and move additional properties to the main alternate week collection scheme	June 2011
Contract Tendering 2013	To complete contract modelling of the waste collection services, including an assessment of alternative recycling schemes.	August 2011

1.3 Partnership Structure



2. The Role of the Business Plan

So why does the Warwickshire Waste Partnership need a business plan?

2.1 Purpose of the Business Plan

This Business Plan will provide an understanding of how the principles of the Warwickshire Municipal Waste Management Strategy will be translated into action plans to achieve the goals sought by the Partnership. The Business Plan sets the direction and provides the overarching management tool to facilitate budgeting, resource allocation, communication strategy, staffing, marketing and performance monitoring.

2.2 Role of the Business Plan

This Business Plan will be the main source of reference for elected members, officers, stakeholders and others interested in the work of the Warwickshire Waste Partnership.

The Business Plan mainly covers in detail the financial years 2010/11, however, it also outlines goals for 2011/12 to 2014/15. Once all Partners have endorsed the Business Plan through their Cabinets the Partnership will monitor its progress and achievements.

2.3 Time Table

The Waste Strategy and Partnership Manager (Warwickshire County Council) will be responsible for co-ordinating the Business Plan on behalf of the Partnership on an annual basis. Table 7 below outlines the timescales for the Business Plan.

Table 7 (below) – Timescale for the drafting, endorsing and monitoring the Warwickshire Waste Partnership Business Plan

Date	Task/Action	Who
7 th December 2010	Draft of the Warwickshire Waste Partnership Business Plan presented and discussed at Warwickshire Waste Partnership	Warwickshire Waste Partnership
December 2010	Updates made to draft business plan. Copies circulated for final comment.	Waste Strategy and Partnership Manager
January to March 2011	Agreement sort to endorse Warwickshire Waste Partnership Business Plan from all Partner's Cabinets/Executives	All Partners
8 th March 2011	Warwickshire Waste Partnership Business Plan endorsed at Warwickshire Waste Partnership meeting	Warwickshire Waste Partnership
2 nd April 2011	Work starts on work streams highlighted in the Business Plan	All Partners
14 th June 2011	Update on implementation of the Business Plan and performance monitoring	Warwickshire Waste Partnership

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27 th September 2011	First discussion on 2012/13 targets and objectives	Warwickshire Waste Partnership
	Update on implementation of the Business Plan and performance monitoring	
6 th December 2011	Draft of the Warwickshire Waste Partnership Business Plan 2011/12 presented and discussed at Warwickshire Waste Partnership	Warwickshire Waste Partnership
	Update on implementation of the Business Plan and performance monitoring	
December 2011	Updates made to draft business plan. Copies circulated for final comment.	Waste Strategy and Partnership Manager
December 2011 to March 2012	Agreement sort to endorse Warwickshire Waste Partnership Business Plan from all Partner's Cabinets/Executives	All Partners
6 th March 2012	Warwickshire Waste Partnership Business Plan endorsed at Warwickshire Waste Partnership meeting	Warwickshire Waste Partnership
	Update on implementation of the Business Plan and performance monitoring	

3. Background on current waste management arrangements within Warwickshire

Waste dealt with by members of the Partnership falls in to two main categories

- ☉ **Household Waste** – This includes waste from household kerbside i.e recycling, composting and residual waste, street sweeping, bulky waste collections, hazardous household waste collections, litter collections, and waste from HWRCs and local recycling centres (bring sites)
- ☉ **Municipal Waste** - This includes all household waste, as well as, any other collected directed by a Waste Collection Authority or a Waste Disposal Authority such as trade waste, and inert waste i.e. rubble and hardcore,

For the purpose of this Business Plan waste referred to is Municipal unless otherwise stated.

3.2 Total Waste Arisings

Over the last 50 years waste production has growth significantly. Over the last three years, however, total municipal waste in Warwickshire has started to fall. In 2008/9 there was a 7,326 tonne fall in total municipal waste, this continued in 2009/10 with a 4,385 tonne fall, despite a growth in the population in Warwickshire.

The figures in the tables below set out the levels of waste arising in Warwickshire in 2009/10.

Table 8 (below) - Total municipal waste arisings in Warwickshire (2009/10)

	NBBC	NWBC	RBC	SDC	WDC	WCC	TOTAL
Residual	36,596	26,045	19,529	21,711	25,092	31,403	152,271
Composting	8,738	5,116	9,711	16,487	13,432	11,622	65,106
Recycling	8,925	2,994	10,575	14,272	10,963	16,076	63,845
Reuse	0	0	3.4	0	0	2,732	2,735
TOTAL	54,259	34,156	39,818	52,468	49,486	57,774	292,602

* Other technologies refers to residual waste which has been disposed by Incineration (with or without energy recovery), made into Refuse Derived Fuel, or tyre repossessing

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Table 9 (below) – kg of municipal waste per head in Warwickshire (2009/10)

	NBBC	NWBC	RBC	SDC	WDC	WCC	TOTAL
<i>Population</i>	121,200	62,200	91,000	117,800	134,600	526,700	526,700
Residual	302	419	215	184	186	60	289
Composting	72	82	107	140	100	22	135
Recycling	74	48	116	121	81	31	134
Reuse (Inc. reused inerts)	0	0	0.03	0	0	5	5
TOTAL	448	549	438	445	368	117	539

* Other technologies refers to residual waste which has been disposed by Incineration (with or without energy recovery), made into Refuse Derived Fuel

3.3 Waste Collection Authority (WCA) Kerbside collection systems

3.3.1 Household Waste Collections

All the District and Borough Councils in Warwickshire provide kerbside collections of recyclables, compostables and residual waste. With in this, however, there are variation in the materials collected, method of collection and the frequency of collections. These are due to a variety of reasons including local needs, political views and times at which new schemes were introduced. The difference in collection policies has lead to a variation in recycling and composting performance and possibly also a variation in waste arisings (see table 3, above). Table 4 below sets out some of the key areas of the method of collecting household waste across the partnership.

Table 10: Kerbside Residual waste collection arrangements

		NBBC	NWBC	RBC	SDC	WDC
Residual Waste	Standard Bin Size	240 Litre	240 Litre	240 Litre	240 Litre	180 Litre
	Collection Frequency	Weekly	Weekly	Fortnightly	Fortnightly	Fortnightly
	No Side Waste Policy?	Yes	Yes	Yes	Yes	Yes
	No. of properties on communal bin collections	8%	5%	1,895	1,100	8,000
	No. of properties on sack collections	130	413	70	2,840	6,400

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Table 11: Kerbside Recycling waste collection arrangements

		NBBC	NWBC	RBC	SDC	WDC
Recycling	Standard Bin Size	-	-	240 Litre	240 Litre	-
	Standard Box Size	35 Litre	55 Litre	-	-	55 Litre
	Reusable sacks used as standard ?	Yes	Yes	No	No	Yes
	Method of collection	Kerbside Sort	Kerbside Sort	Co-Mingled	Co-Mingled	Kerbside Sort
	Collection Frequency	Weekly	Fortnightly	Fortnightly	Fortnightly	Fortnightly
	Materials Collected					
	Paper	✓	✓	✓	✓	✓
	Cardboard	✓	✓	✓	✓	✓
	Mixed Ridged Plastics	✓	✓	✓	✓	-
	Just Plastic Bottles	-	-	-	-	✓
	Cans	✓	✓	✓	✓	✓
	Glass	✓	✓	✓	✓	✓
	Textiles	✓	✓	-	-	✓
	Drink cartons	-	-	✓	✓	-
	Aerosols	✓	✓	✓	✓	✓
	Aluminium Foil/containers	✓	✓	✓	✓	✓
	Batteries	✓	-	-	-	✓
	Engine Oil	✓	-	-	-	✓
	Collection Vehicle	Stillage and RCV	Stillage	RCV	RCV	Stillage
	% of properties with collection	95%	100%	98%	100%	87%

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Table 12: Kerbside Recycling waste collection arrangements

		NBBC	NWBC	RBC	SDC	WDC
Composting	Standard Bin Size	240 Litre	240 Litre	240 Litre	240 Litre	240 Litre
	Collection Frequency	Fortnightly	Fortnightly	Fortnightly	Fortnightly	Fortnightly
	Number of bins allowed	Unlimited but officer visits to assess after 2 nd bin	1	2	2	Unlimited
	Charge for extra bins?	-	No	No	TBC	1st bin free of charge then each subsequent bin £31.50
	Materials Collected					
	Garden Waste	✓	✓	✓	✓	✓
	Food Waste	-	-	✓	✓	✓
	Collection Vehicle	RVC	RVC	RVC	RVC	RVC
	% of properties with collection	95%	100%	92%	100%	77%

3.3.2 Trade Waste Collections

Residual trade waste is collected by three of the collection authorities;

- ☞ North Warwickshire Borough Council
- ☞ Nuneaton and Bedworth Borough Council
- ☞ Rugby Borough Council

In addition trade recycling is also offered by Rugby Borough Council. Current 80 commercial customers have taken advantage of this service

In Stratford a trade recycling service was established by the Council's waste contractor with funding from WCC.

In Warwick, businesses have to make their own arrangements with private waste contractors to have their waste removed.

3.4 Waste Collection Authority (WCA) Bring Sites

All waste collection authorities in Warwickshire maintain a bring bank network. These vary in size depend on the kerbside collections. Today bring sites make up a much small portion of the WCAs recycling rate than 5 years ago. There are currently 126 bring scheme sites located across Warwickshire, e.g. at supermarkets, car parks and

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shopping centres. Table 13 shows the number of bring bank schemes in each area and the range of materials collected.

Table 13: Bring bank schemes in Warwickshire (2007/08)

	NBBC	NWBC	RBC	SDC	WDC	
Total Number of Sites	42	22	30	6	26	
Materials Collected						
Paper	<i>Sites</i>	7	9	-	-	21
	<i>Tonnes</i>	98	201	-	-	103
Card	<i>Sites</i>	2011 all sites to take paper and card	2	-	-	4
	<i>Tonnes</i>	-	2	-	-	1.56
Glass	<i>Sites</i>	42	20	-	-	26
	<i>Tonnes</i>	241	214	-	-	394
Plastic	<i>Sites</i>	-	2	-	-	4
	<i>Tonnes</i>	-	15	-	-	1
Metal	<i>Sites</i>	22	11	-	-	26
	<i>Tonnes</i>	5	12	-	-	13
Textiles	<i>Sites</i>	7	9	12	6	10
	<i>Tonnes</i>	51	40	35	1	95
Books	<i>Sites</i>	-	7	2	-	2
	<i>Tonnes</i>	-	4	1	-	-
Co-Mingled	<i>Sites</i>	-	-	30	6	-
	<i>Tonnes</i>	-	-	908	not recorded separately	-
In-house or Contracted?	Contracted	Primarily Contracted	In- House	Contracted	Contracted	

In 2008 all of Stratford District sites become co-mingled, and 2009 all of Rugby Boroughs Councils site.

3.5 Household Waste Recycling Centres

The County Council currently provides nine Household Waste Recycling Centres (HWRC). These are spread across the county, with at least one site located in each district/borough area.

- ☉ North Warwickshire Borough – Grendon HWRC
- ☉ Nuneaton and Bedworth Borough – Judkins HWRC
- ☉ Rugby Borough – Hunters Lane HWRC

- ☞ Stratford District – Burton Farm, Shipston, Stockton, Wellesbourne HWRCs
- ☞ Warwick District – Cherry Orchard and Princes Drive HWRCs



Figure 14: Location of HWRC in Warwickshire in 2009/10

Seven of these HWRCs are run by private companies under the terms of agreed contracts. The remaining two sites at Burton Farm near Stratford Upon Avon and at Hunters Lane in Rugby, are operated directly by the Authority through the Waste Management Group. The contract for six the sites run by HW Martins end in November 2011. The timetable for re-tendering these sites has led to the need to review the current service provision. The contract for the site run by Waste Recycling Group Ltd ends in March 2012.

3.3.1 Household Waste Acceptance

As can be seen from table 15 (below), most sites accept the majority of household wastes which are not classed as hazardous. Hazardous chemicals, for example, are restricted at the HWRCs and as such can only be taken to Princes Drive. Householders taking hazardous waste here must complete a form (available on the website, by email or by phone).

Asbestos is accepted at the largest sites, but only in small amounts. A resident may take up to three small pieces a month, wrapped and sealed to these sites. Anyone with more than this must pay for disposal of through a private contractor

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Tyres are not accepted free of charge at any HWRC. They are not deemed to be household waste, and as such, it is recommended that they are taken back to Garages. Tyres are, however, accepted as commercial waste for a charge at Princes Drive.

Table 15: Household Waste accepted at HWRC in Warwickshire in 2009/10

Material	Burton Farm	Cherry Orchard	Grendon	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne
Asbestos				√	√	√			
Automotive batteries	√	√	√	√	√	√	√	√	√
Books	√	√		√		√			
Cardboard	√	√	√	√	√	√	√	√	√
Cardboard beverage packaging	√	√	√	√	√	√	√	√	√
Chemicals						√			
Chipboard and mdf	√	√	√	√	√	√	√	√	√
Engine Oil	√	√	√	√	√	√	√	√	√
Gas bottles/ Cylinders						√			
General MSW	√	√	√	√	√	√	√	√	√
Glass (bottles and jars)	√	√	√	√	√	√	√	√	√
Green garden waste only	√	√	√	√	√	√	√	√	√
Household batteries	√	√	√	√	√	√	√	√	√
Ink & toner cartridges	√	√	√	√	√	√	√	√	√
Mobile phones	√	√	√	√	√	√	√	√	√
Other Scrap metal	√	√	√	√	√	√	√	√	√
Paint						√			
Paper	√	√	√	√	√	√	√	√	√
Plasterboard	√	√	√	√	√	√	√	√	
Plastic Bottles	√	√	√	√	√	√	√	√	√
Plastic Mixed	√	√	√	√	√	√	√	√	√
Rubble and Hard core	√	√	√	√	√	√	√	√	√
Soil	√	√	√	√	√	√	√	√	√
Telephone directories	√	√	√	√	√	√	√	√	√
Textiles & footwear	√	√	√	√	√	√	√	√	√
Tyres									
Vegetable Oil	√	√		√		√		√	
WEEE - Cathode Ray Tubes	√	√	√	√	√	√	√	√	√
WEEE - Fluorescent tubes and other light bulbs	√	√	√	√	√	√	√	√	√
WEEE - Fridges & Freezers	√	√	√	√	√	√	√	√	
WEEE - Large Domestic App	√	√	√	√	√	√	√	√	
WEEE - Small Domestic App	√	√	√	√	√	√	√	√	√
Wood (including treated)	√	√	√	√	√	√	√	√	√

3.3.2 Trade Waste/ WCA Waste Acceptance

The foremost waste which is currently tipped at the transfer stations is “street sweepings”, that result from the districts and boroughs road cleaning activities. This material consists primarily of sand and soil generated during the routine cleaning of roadways but may also contain some high levels of seasonal leaf or blossom and other miscellaneous wastes such as litter. Due to the techniques used to by street sweeping vehicles, when this waste is tipped it often has a higher than average water content. This can cause difficulty at the sites due to the significant moisture loss which can occur between the sweepings being brought in (and weighed at the weighbridge) and unloaded, and them being bulked up and combined with other waste to leave the site. i.e. not weighed separately. This will put a disproportionate weight to “sweepings” as apposed to the HWRC general waste.

Table 16: Trade Waste accepted at HWRC, and materials accepted into the transfer Stations in Warwickshire in 2009/10

Material	Hunters Lane HWRC	Hunters Lane Transfer Station	Princes Drive HWRC	Princes Drive Transfer Station
Asbestos	√		√	
Clinical		√		√
Residual Waste		√		√
Bio Waste		√		√
Street Sweepings		√		√
Tyres			√	
Gas Bottles	√		√	
Trade Waste - Residual	√		√	
Trade Waste – Green Waste	√		√	
Trade Waste - Glass	√		√	
Trade Waste – Paper	√		√	
Trade Waste – WEEE	√		√	
Trade Waste - Metal	√		√	
Trade Waste - Cardboard	√		√	
Trade Waste – Gas bottles			√	
Trade Waste – Inerts	√		√	
Trade Waste – Plaster Board	√		√	

Trade waste is accepted at the sites, although this is not positive from a Landfill Allowance (LATS) view point. All waste which the Council collects and sends to landfill, including business waste, will count against the allowance that it has been given by government. The acceptance of trade waste at the sites does, however, provide a

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important facility to small businesses to dispose of their waste and recyclables. This also provides an income stream for the council at the Hunters Lane site.

3.3.3 HWRC 2010/11 Tonnages by Site

As can be seen in table 17, the amount of waste that each HWRC deals varies considerably.

Table 17: Waste tonnage collected at HWRCs in 2009/10

	Burton Farm	Cherry Orchard	Grendon	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne
Composting	1,427	1,022	1,132	1,893	1,102	4,278	390	127	274
Landfilled	2,362	1,840	1,473	3,730	4,026	3,033	984	383	658
Other Technologies*	0	19	0	5	0	169	0	7	0
Inert and Soil (landfilled)	913	818	701	447	2,579	2,430	418	219	285
Recycling	1,682	1,858	1,355	1,913	2,818	4,947	878	368	568
Reuse (Inc. reused inerts)	12	65	0	1,051	0	211	65	13	62
TOTAL	6,397	5,622	4,661	9,104	10,548	14,988	2,735	1,118	1,838

* Other technologies refers to residual waste which has been disposed by Incineration (with or without energy recovery), made into Refuse Derived Fuel

The sites split are into three categories

- ☞ Primary Sites – Those with a throughput of over 9,000 tonnes a year i.e. Hunters Lane, Judkins and Princes Drive.
- ☞ Secondary Sites – Those with a through put of between 4,000 and 9,000 tonnes a year i.e. Burton Farm, Cherry Orchard and Grendon
- ☞ Tertiary Sites – Those sites with a through put under 3,000 tonnes a year i.e. Shipston, Stockton and Wellesbourne

The Primary sites have on average a six times greater though put than the average tertiary site.

The only site measuring significant amounts of reuse is Hunters Lane, this is due to over 1,000 tonnes on inert material being sent for aggregate uses.

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3.3.4 HWRC Recycling Rate by Site

As can be seen in table 18 (below), during 2009/10 the recycling rate varied markedly across the sites. The large variations between the “Site Recycling Rate” and the “NI192 Recycling Rate”, in the main, are due to inert waste such as soil and rubble, even if this waste has come from a household is classed as construction and demolition waste. This is a non- household waste category. The NI192 rate only refers to waste which is classed as Household waste by the Controlled Waste Regulation 1992. At the majority of sites this inert waste was landfilled, due to the low cost (around £6 a tonne) and the location and availability of sites.

Table 18: Recycling Rate at HWRCs in 2009/10

	Burton Farm	Cherry Orchard	Grendon	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne
Municipal Recycling Rate	48%	52%	53%	45%	37%	45%	55%	45%	55%
NI 192 Recycling Rate	56%	60 %	61%	54%	49%	75%	48%	55%	48%

3.3.5 HWRC 2010/11 Site Visit Numbers

In 2010 vehicle counting equipment was installed at seven of the HWRCs. This has enabled us to gain a snap shot of the vehicles passing through the site each day within hour time slots. Although, to date, there is only data covering a small period of time, as this increases analysis will continue.

Using the limited data to hand thus far, the information has been extrapolated to give an estimate for what the year site usage may be. This has been done by taking the number of site visits for between April and September and dividing it between the sites tonnage throughput for the same months. This average weight of waste per visit was then divided over the site throughput for the whole year.

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Table 19: Visits to HWRC between April and June and estimated yearly site usage

	Burton Farm	Cherry Orchard	Grendon	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne
Q1 Usage	60,964	56,060	50,454 est.	53,351	92,105	115,132	23,350	6,877	13,982
Q2 Usage	58,942	52,543	47,288 est.	51,255	88,414	110,518	23,235	6,300 est.	13,544
Average weight deposited per visit	34kg	28kg	26kg est.	46kg	46kg est.	46kg	37kg	31kg	35kg
Est. Yearly Usage	210,221	198,160	172,000**	199,453	300,000 est.	325,043	78,161	37,652	51,297
Weekend Usage*	33%	39%	36%**	38%	N/A	35%	23%	78%	30%
Weekday Usage*	67%	61%	64%**	62%	N/A	65%	77%	22%	70%

* Adjust for bank holidays
** Estimated from 2005 Data

By far the busiest sites are Princes Drive and Judkins, which concurs with the tonnages passing through the site. It is estimated that around 45% of all visits to the HWRCs pass through these two sites alone.

The least busy site is Stockton with under 1.5% of all HWRC traffic passing through the sites. Due to the site only being open Saturday to Monday the weekend/weekday usage ratio is skewed. Weekend usage at the sites open all day, seven days a week is between 30% and 39%

3.6 Other Waste Streams

As well as the main waste streams detailed above the authorities within the partnership also deal with other wastes.

3.3.1 Street Sweepings

In Warwickshire we dispose of over 10,000 tonnes of street sweepings to landfill each year. Street sweeping are classed as household waste, and as such are current included on the residual proportion of National Indications such as NI192.

3.3.2 Cleansing Waste

Street cleansing and litter is often higher in the public's awareness than other environmental issues and when asked about the state of their local environment will highlight issues around the aesthetic qualities of their street environment such as litter and dumped rubbish.

Many of the Warwickshire District and Borough Councils are currently trialling or installing "Recycle on the Go" litter bins. The aim is to get recycling bins in public

places, not only to increase the levels of recycling within street cleansing, but also to provide a clear message to the public about the need to recycling in all walks of life.

3.3.3 Bulky Waste

Organised collections of furniture and household appliances take place in all Borough and District Councils, but the current arrangements vary significantly along with the charges for the collection. HWRCs offer free disposal of large household items, but the items need to be taken to the site and not all residents may have access to suitable transport.

Currently the majority of bulky waste collected at the borough and district councils is sent to landfill. Reuse could be further encouraged through the collection system by linking more with community groups and the reuse charities shops at the HWRCs.

3.3.4 Clinical Waste

Clinical waste is produced in the home as a result of a number of factors including long-term medical conditions, recovery from a hospital stay or following the receipt of healthcare treatment from healthcare professionals. Clinical waste produced by individuals who treat themselves at home is classed as household waste. Where health care workers visit to provide healthcare, however, clinical waste produced may remain the responsibility of the primary care trusts or local health trusts. The legislation that state these waste classifications is currently under review by Defra.

Whilst the quantity of clinical waste collected by local authorities within Warwickshire is relatively low, it involves sensitive issues often involving frail and vulnerable customers. Therefore there is a need to provide a suitable collection service for clinical waste produced in the home. In addition syringes/needles and the like discarded in public places that have been collected during street cleansing activities need to be included as clinical waste and disposed of appropriately.

3.3.5 Hazardous Waste

Many households use hazardous materials such as paint, paint thinners and strippers, medicines and pet care products, garden chemicals, batteries, motor products such as engine oil and brake fluid. Historically, some building products contained asbestos and many garden sheds and garages were constructed of asbestos cement sheeting. It is essential that hazardous materials are handled through suitable arrangements, to reduce the exposure risk of personnel working in close proximity of such waste.

Currently the only place which accepted Hazardous Waste in Warwickshire is Princes Drive HWRC. Householders taking hazardous waste here must complete a form (available on the website, by email or by phone).

3.3.6 Fly-Tipping

Fly-tipping is the unauthorised 'deposit of waste on land'. Although of high public concern, it is likely that the increasing cost and tightening regulatory requirements on the handling of waste will inevitably increase the risk of materials being fly-tipped, particularly the more hazardous wastes.

The law has been considerably strengthened in order to allow Local Authorities to deal with environmental problems with the Environmental Protection Act 1990, the Crime and Disorder Act 1998, the Anti-social Behaviour Act 2003, and the Clean Neighbourhood and Environment Act 2005, providing enhanced powers and penalties. Nevertheless fly-

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tipping remains a continuing problem and must be considered as anti social behaviour, an environmental crime and at its worst can lead to serious pollution of the environment and harm to human health. It imposes significant costs on Local Authorities, which must then be recovered through the Council Tax.

3.7 Existing waste management contracts

Within the Partnership there are a number of disposal and collection contracts in place. The length of contract remaining will influence where potential savings through greater joint working may take place. Table 20 and 21 highlights current contracts which are relevant to this Business Case.

Table 20: Details of current contract arrangements

Type of contract	Authority	End Date	Details
All Collection	WDC	2013	The current contract for waste collection and street cleansing will end on 31 st March 2013.
All Collection	SDC	2015	Current contract 7 years with option for a 7 year extension.
Recycling Collection	NWBC	2013	
Recycling Collection	NBBC	2014	
MRF	RBC	2014	5+2 years Pure - Ettington
HWRCs	WCC	November 2011	The current contract for 6 HWRCs will end on 30 th November 2011
Haulage Hunters Lane	WCC	November 2011	This contract has been procured to end at the same to as the above HWRC contract
Nuneaton HWRC	WCC	April 2012	The current facility will close in April 2012 to make way for a newly built facility
WEEE	WCC	November 2011	This contract has been procured to end at the same to as the HWRC contract
Monitoring of old Landfill Sites	WCC	1 st March 2011	

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Table 21: Current Known Procurements for New Services

Type of contract	Authority	Start Date	Details
Lower House Farm HWRC and Transfer Station	WCC	April 2012	The provision of a HWRC to replace the current facility at Grendon and transfer station to support NWBC, NBBC and South Staffordshire
Recycling Framework	WCC	November 2011	To enable the selling of materials from the HWRCs and potential other areas in the sub-region
Street Sweepings Recycling	WCC	December 2011	Joint procurement with Coventry to recycle the street sweepings from the whole county
Tyre Disposal	WCC	1 st April 2011	To replace current informal arrangements
Bio-waste	WCC	2011/12	Investigations into options for the north of the county
Residual Waste	WCC	2013	Procurement of residual waste capacity post Project Transform

Section B – The Business Plan

To achieve the targets laid out in this section action plans may need to be developed. The Partnership will require individual officers or the relevant the officers working group to provide regular monitoring reports to the Partnership, as well as potentially provide individual authorities scrutiny committees with reports as and when requested.

Target 1 - Update the Strategy following the release of the updated guidance from government

Updating Warwickshire's Municipal Waste Management Strategy, any relevant consultations needed, and agreement by all partners.

B.1 Link to Partnership Vision and Medium Term Objects

Working towards and achieving this targets supports the Partnership Vision of:

- ☆ To manage Warwickshire waste in ways that are environmentally, economically and socially sustainable.
- ☆ To respect the limits of our environment - using only our fair share of the earth's resources and sustaining Warwickshire legacy for generations to come
- ☆ To embed the principles of the Waste Hierarchy into every day life in Warwickshire
- ☆ To provide high quality waste service fit for the 21st Century to all our residents

Its also supports the Medium Term Objectives of:

- ☉ Reduce the amount of municipal waste produced in Warwickshire to 500 kg per head. With no more than 200 kg per head of residual waste
- ☉ Recycle and compost and reuse 60% of our municipal waste by 2015
- ☉ To increase recycling by all Partners to a minimum of 40%
- ☉ Give Warwickshire an effective voice in dialogue with Government and other agencies with the capacity to influence sustainable waste management.

B.2 Timescales

To publish updated Municipal Waste Management Strategy by March 2011

B.3 Lead Officer and Supporting Member

Member Champion: *To be confirmed*

Lead Officer: Kitran Eastman - Warwickshire County Council

B.4 Monitoring And Evaluation

Monitoring and evaluation of this target will done by comparing project progress against the agreed milestone in its project plan.

Target 2 - To assess the best way to monitor the sustainability of Warwickshire municipal waste management

Alongside the review of the Warwickshire's Municipal Waste Management Strategy, to investigate into options for the most suitable way to measure the sustainability of Warwickshire's municipal waste management. Following this investigation to present to the Partnership potential options for approval.

B.1 Link to Partnership Vision and Medium Term Objects

Working towards and achieving this targets supports the Partnership Vision of:

- ☆ To manage Warwickshire waste in ways that are environmentally, economically and socially sustainable.
- ☆ To respect the limits of our environment - using only our fair share of the earth's resources and sustaining Warwickshire legacy for generations to come
- ☆ To embed the principles of the Waste Hierarchy into every day life in Warwickshire

Its also supports the Medium Term Objectives of:

- ☉ Reduce the amount of municipal waste produced in Warwickshire to 500 kg per head. With no more than 200 kg per head of residual waste

B.2 Timescales

To complete investigations and present report to the Partnership by March 2011

B.3 Lead Officer and Supporting Member

Member Champion: *To be confirmed*

Lead Officer: Kitran Eastman - Warwickshire County Council

B.4 Monitoring And Evaluation

Monitoring and evaluation of this target will done by comparing project progress against the agreed milestone in its project plan.

Target 3 - Review the Partnerships position of the delivery of recycling and waste collections, and road map its future delivery

To carry out a review of current waste systems and taking into account new developments, drivers and legislation present a road map for the potential development of future waste systems in Warwickshire.

B.1 Link to Partnership Vision and Medium Term Objects

Working towards and achieving this targets supports the Partnership Vision of:

- ☆ To manage Warwickshire waste in ways that are environmentally, economically and socially sustainable.
- ☆ To respect the limits of our environment - using only our fair share of the earth's resources and sustaining Warwickshire legacy for generations to come
- ☆ To embed the principles of the Waste Hierarchy into every day life in Warwickshire
- ☆ To provide high quality waste service fit for the 21st Century to all our residents

Its also supports the Medium Term Objectives of:

- ☉ Reduce the amount of municipal waste produced in Warwickshire to 500 kg per head. With no more than 200 kg per head of residual waste
- ☉ Recycle and compost and reuse 60% of our municipal waste by 2015
- ☉ To increase recycling by all Partners to a minimum of 40%

B.2 Timescales

To complete investigations and present report to the Partnership by March 2011

B.3 Lead Officer and Supporting Member

Member Champion: To be confirmed
Lead Officer: To be confirmed

B.4 Monitoring And Evaluation

Monitoring and evaluation of this target will done by comparing project progress against the agreed milestone in its project plan.

Target 4 - To work sub-regionally to improve values for money on joint procurement either as a whole partnership or in clusters

To continue working under the "total place" banner on sub regional waste collection and disposal issues for the benefit of all Partners

B.5 Link to Partnership Vision and Medium Term Objects

Working towards and achieving this targets supports the Partnership Vision of:

- ☆ To manage Warwickshire waste in ways that are environmentally, economically and socially sustainable.
- ☆ To provide high quality waste service fit for the 21st Century to all our residents

Its also supports the Medium Term Objectives of:

- ☞ Give Warwickshire an effective voice in dialogue with Government and other agencies with the capacity to influence sustainable waste management.

B.6 Timescales

To be confirmed

B.7 Lead Officer and Supporting Member

Member Champion: *To be confirmed*

Lead Officer: Sean Lawson – Rugby Borough Council

B.8 Monitoring And Evaluation

Monitoring and evaluation of this target will done by comparing project progress against the agreed milestone in its project plan.

Target 5 - Reduce the amount of municipal waste produced in Warwickshire to 530 kg per head. With no more than 265 kg per head of residual waste

To push the continuation of the current fall in waste per head through waste minimisations schemes and campaigns

B.1 Link to Partnership Vision and Medium Term Objects

Working towards and achieving this targets supports the Partnership Vision of:

- ☆ To manage Warwickshire waste in ways that are environmentally, economically and socially sustainable.
- ☆ To respect the limits of our environment - using only our fair share of the earth's resources and sustaining Warwickshire legacy for generations to come
- ☆ To embed the principles of the Waste Hierarchy into every day life in Warwickshire

Its also supports the Medium Term Objectives of:

- ☞ Reduce the amount of municipal waste produced in Warwickshire to 500 kg per head. With no more than 200 kg per head of residual waste

B.2 Timescales

To report progress against target to each Partnership meeting

B.3 Lead Officer and Supporting Member

Lead Officer: *To be confirmed*

Supporting Member: *To be confirmed*

B.4 Monitoring and Evaluation

Monitoring and evaluation of this target will be done through the data collected for and entered into WasteDataFlow by all Partners. Data will be collated by Warwickshire County Council in consultation with other Partners.

Section C – The Implementation Options

	A. Waste Prevention and Minimisation	B. Reuse	C. Recycling	D. Recovery and Disposal
	Review of Waste Strategy			
Communications & Education	A.1 – Love Food Hate Waste Campaign (with sub region) A.2 – Home Composting (Including Master Composters/Gardeners) A.3 – No waste gifts A.4 – Sort before you go @ HWRCs	B.1 – Promotion of Reuse Shops B.2 – Promotion of Free-cycle, ebay etc	C.1 – Increasing capture Rates C.2 – Increasing participation rates C.3 – Sort before you go @ HWRCs	D.1 – How much does waste cost campaign
Infrastructure	A.5 – Home Compost Bins Distribution/Green bin swap A.6 – New developments to provide home compost bins A.7 – Municipal parks and gardens composting material at source	B.3 – Expansion of HWRC charity reuse shops B.4 – Increase bulky waste reuse, potential with the 3 rd Sector	C.4 – HWRC improvements C.5 – The future for green and bio waste collections C.6 – New street sweepings contract C.7 – The future for recycling collections	D.2 – The future for residual waste collections D.3 – W2R Project D.4 – Review the need for Transfer Stations
Procurement	A.8 – LA procurement polices	B.5 – New HWRCs reuse shops	C.8 – New HWRCs Contracts C.9 – Street Sweepings C.10 – (JPO) Tyres, Fuel, Agency Staff, Training, Vehicles and simmlar C.11 – (JPO) Route analysis, cross board collections	D.5 – Procurement of residual waste capacity for 2013 D.6 – (JPO) Clinical Waste D.7 – (JPO) Tyres, Fuel, Agency Staff, Training, Vehicles and simmlar D.8 – (JPO) Route analysis, cross board collections

*JPO – Joint Procurement Options