

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

(Councillors Bell, Fowler, Gosling, Hobley, Jackson, Jarvis, Jenns, Melia, H Phillips, Singh, Smith, Turley, Whapples and A Wright)

For the information of other Members of the Council

For general enquiries please contact Democratic Services on 01827 719226 or via e-mail democraticservices@northwarks.gov.uk.

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

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

COMMUNITY AND ENVIRONMENT BOARD AGENDA

20 MAY 2024

The Community and Environment Board will meet in The Chamber, The Council House, South Street, Atherstone on Monday 20 May 2024 at 6.30pm.

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

AGENDA

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

4 **Public Participation**

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

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

If you wish to put a question to the meeting, please register by email to democraticservices@northwarks.gov.uk or telephone 01827 719221 / 01827 719237 / 01827 719226.

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

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

The Council Chamber has level access via a lift to assist those with limited mobility who attend in person however, it may be more convenient to attend remotely.

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

5 **Minutes of the meeting of the Board held on 25 March 2024** – copies herewith, to be approved and signed by the Chairman.

**PUBLIC BUSINESS
(WHITE PAPERS)**

- 6 **Haunchwood Sports Junior Football Club and Ansley Workshops Sports Ground** - Report of the Director of Leisure and Community Development

Summary

Further to the Board's approval, in August 2023, of the principle of granting a long-term lease to Haunchwood Sports Junior Football Club, in respect of its security of tenure at Ansley Workshops Sports Ground and in support of its engagement in the national Home Advantage Programme, this report presents an initial draft of the lease for Members' consideration. The final determination of any lease arrangements will be made at a future meeting of the Resources Board.

The Contact Officers for this report are Simon Powell (719352) and Stephanie Wagstaff (719353).

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

Appended to the report, for Members' consideration, is a copy of the approved 2023 / 24 Service Improvement Plan (SIP), through which the Board has agreed to monitor the operational performance of the leisure facilities.

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

- 8 **Minutes of the Health and Wellbeing Working Party** held on 23 April 2024 – copies herewith.

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

To consider, in accordance with Section 100A(4) of the Local Government Act 1972, whether it is in the public interest that the public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

- 10 **Confidential Extract of the minutes of the Community and Environment Board held on 25 March 2024 –** copy herewith to be approved as a correct record and signed by the Chairman.

STEVE MAXEY
Chief Executive

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

25 March 2024

Present: Councillor A Wright in the Chair.

Councillors Bell, Fowler, Gosling, Hobley, Jackson, Jarvis, Jenns, Melia, H Phillips, Smith, Symonds, Turley and Whapples

An apology for absence was received from Councillor Singh (Substitute Councillor Symonds)

Also in attendance were Councillor Humphreys who, with the permission of the Chair, spoke on Minute No 38 (Leisure-related Section 106 Receipts) and Councillor Stuart who, with the permission of the Chair, spoke on Minute No 41 Update on Current and Future Waste Recycling Options.

33 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

34 **Minutes of the Meeting of the Board held on 22 January 2024**

The minutes of the meeting held on 22 January 2024, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

35 **Leisure Facilities: Service Improvement Plan**

The Director of Leisure and Community Development presented for Members' consideration a copy of the approved 2023/24 Service Improvement Plan (SIP), through which the Board had agreed to monitor the operational performance of the leisure facilities. In addition, a draft SIP for the 12 months period commencing from April 2024 was appended for Members' consideration and approval.

Resolved:

- a That the progress made against the requirements identified in the approved 2023/24 Leisure Facilities Service Improvement Plan be noted; and**
- b That the draft Service Improvement Plan, appended to the report of the Director of Leisure and Community Development, against which the operational performance of the leisure facilities will be monitored through to 31 March 2025, be approved.**

36 **Atherstone Leisure Complex**

The Director of Leisure and Community Development reported, and sought the Board's views, on current leisure services provision at Atherstone Leisure Complex.

Resolved:

That the current position in respect of leisure services provision at Atherstone Leisure Complex be noted.

37 **North Warwickshire Green Space and Playing Pitch Strategies – Progress Report**

The Director of Leisure and Community Development informed Members of the progress made in respect of delivery against the priorities set out in the North Warwickshire Green Space Strategy (2020 to 2033) and the recently revised and adopted Playing Pitch Strategy (2024 to 2031).

Resolved:

That the progress made in respect of the implementation of the priorities of the North Warwickshire Green Space Strategy (2020 to 2033) and the Playing Pitch Strategy (2024 to 2031) be noted.

38 **Leisure-related Section 106 Receipts**

The Director of Leisure and Community Development requested that the Board considered and determined the use of a number of leisure-related Section 106 receipts held by the Borough Council.

Resolved:

- a That the use of Section 106 receipts, as identified in section 4.1 of the report of the Director of Leisure and Community Development be approved; and**

Recommendation to the Executive Board

- b That the Board approves a supplementary estimate of up to £223,877 (amended) to be included within the capital programme for the proposed undertakings detailed in section 5.1.2 of the report of the Director of Leisure and Community Development.**

Councillor Bell Joined the meeting.

39 **Financial Assistance to Outside Organisations**

The Director of Leisure and Community Development reported on the Council's Annual Grants scheme for outside organisations and sought determination of the recipient(s) and level of funding, if any, to be awarded in 2024/25.

Resolved:

- a That Members note the work undertaken by North Warwickshire Citizens' Advice in 2023 / 24; and**
- b That financial assistance in the sum of £32,550 be awarded to North Warwickshire Citizens' Advice through the Borough Council's 2024 / 25 Annual Grants scheme and that the grant be administered as identified within the report of the Director of Leisure and Community Development.**

40 **Local Visitor Economy Partnership**

The Director of Leisure and Community Development updated Members on the work being undertaken at a sub-regional level to create a Local Visitor Economy Partnership for Coventry and Warwickshire.

Resolved:

That the work being undertaken to create a Local Visitor Economy Partnership for Coventry and Warwickshire be noted and that the involvement of Officers in the process to represent the interests of North Warwickshire and its tourism businesses be endorsed.

41 **Update on Current and Future Waste Recycling Options**

The Interim Corporate Director - Streetscape identified the forthcoming changes to recycling and refuse collections, as identified by DEFRA and the Simpler Recycling for England reforms.

Resolved:

- a That the information provided within the report of the Interim Corporate Director – Streetscape be noted;**
- b That a detailed options report be provided to Members later in the year; and**
- c That discussion on Appendix B of the report of the Interim Corporate Director – Streetscape be moved into confidential session.**

42 **Minutes of the Health and Wellbeing Working Party**

The minutes of the meeting of the Health and Wellbeing Working Party held on 26 February 2024, copies having been previously circulated, were noted.

43 **Minutes of the Climate Change Member Group**

The minutes of the meetings of the Climate Change Member Group held on 17 January 2024 and 5 March 2024, copies having been previously circulated, were noted.

44 **Exclusion of the Public and Press**

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, namely it is likely to reveal the identity of an individual.

45 **Update on Current and Future Waste Recycling Options**

The Interim Corporate Director - Streetscape identified the forthcoming changes to recycling and refuse collections , as identified by DEFRA and the Simpler Recycling for England reforms.

Resolved:

That the information provided in Appendix B of the report of the Interim Corporate Director – Streetscape be noted.

46 **EV Charger Installation**

The Interim Corporate Director – Streetscape updated Members on EV Charger Installation.

Resolved:

That recommendations 1 and 2, as set out in the report of the Interim Corporate Director - Streetscape, be approved.

Margaret Bell
Chair

Agenda Item No 6

Community and Environment Board

20 May 2024

Report of the Director of Leisure and Community Development

Haunchwood Sports Junior Football Club and Ansley Workshops Sports Ground

1 Summary

- 1.1 Further to the Board's approval, in August 2023, of the principle of granting a long-term lease to Haunchwood Sports Junior Football Club, in respect of its security of tenure at Ansley Workshops Sports Ground and in support of its engagement in the national Home Advantage Programme, this report presents an initial draft of the lease for Members' consideration. The final determination of any lease arrangements will be made at a future meeting of the Resources Board.

Recommendation to the Board

That the Board comments upon the appended draft 25-year lease agreement with Haunchwood Sports Junior Football Club, through which it could assume responsibility for the management and maintenance of Ansley Workshops Sports Ground, prior to consideration of this matter at a future meeting of the Resources Board.

2 Consultation

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

3 Draft Lease with Haunchwood Sports Junior Football Club

- 3.1 Further to its receipt of a corresponding report at its meeting held in August 2023, the Board has been informed of the Borough Council and Haunchwood Sports Junior Football Club's successful application for inclusion within the national Home Advantage Programme, through which the Football Association and the Football Foundation are supporting a small number of local football clubs to take on long-term leases on the sites at which they play. Through the Programme, 100% grants of up to £250,000 are potentially available to help clubs improve their "home" grounds. For ease of reference, a copy of the August 2023 report is attached at Appendix A.

...

3.2 Further to learning of the outcome of the application, Officers have been meeting regularly with representatives from all stakeholders and agreement has recently been reached on the content of a Project Plan that will support the development of the scheme at Ansley Workshops Sports Ground. The Project Plan includes the need to progress the development of a set of Heads of Terms, to establish and agree the associated project development costs and the need to agree the terms of the required 25 year lease before November 2024. A draft of the lease is attached at Appendix B for Members' consideration and comment. Whilst the Community and Environment Board is responsible for the development and implementation of the Playing Pitch Strategy, it is, however, for the Resources Board to determine whether or not to grant a long-term lease to Haunchwood Sports Junior Football Club.

3.3 The Board is reminded that the Home Advantage Programme represents one of very few genuine opportunities through which a step change enhancement could be made to an Authority-owned sports pitch asset. Haunchwood Sports Junior Football Club is a very progressive community sector sports organisation, which has been working hard to develop its capacity and sustainability, which will be necessary to ensure the successful local delivery of the Home Advantage undertaking. In this regard, the Board will be kept informed of related developments, which are consistent with the priorities of the recently adopted North Warwickshire Playing Pitch Strategy.

4 Report Implications

4.1 Finance and Value for Money Implications

4.1.1 There are no immediate financial implications arising from the content of this report. The Home Advantage Programme will offer successful projects 100% grants of up to £250,000 to help clubs improve their "home" grounds. There will, therefore, be no direct cost to the Borough Council. The Programme is additionally supporting the Borough Council with its indirect Legal costs.

4.2 Safer Communities Implications

4.2.1 Projects advanced through the Playing Pitch Strategy, including any engagement with the Home Advantage Programme, contribute to community safety by providing well-managed open space and recreation areas that afford opportunities for positive activity.

4.3 Legal, Data Protection and Human Rights Implications

4.3.1 The Borough Council has wide ranging powers in the Local Government (Miscellaneous Provisions) Act 1976 to provide leisure facilities, including playing pitches. This includes allowing such facilities to be available for such persons and on payment of such charges as the Authority considers fit. The Borough Council also has power to do anything that is ancillary or conducive to the exercise of its functions. Taken together, these powers allow the Borough Council to enter into the proposed arrangement for a lease to Haunchwood Sports Junior Football Club for a period of 25 years.

4.3.2 It this Board and Resources Board were to approve the proposal, Legal Services will advise further on the legal implications to the Borough Council of entering into a long-term lease and ensure that any lease has appropriate terms to protect the Authority's position and ensure that the Club meets the requirements for the funding concerned.

4.3.3 There are no specific data protection or human rights implications arising directly out of this report.

4.4 Environment, Climate Change and Health Implications

4.4.1 Robust Playing Pitch Strategies are essential for the provision, protection and appropriate management of green space and outdoor recreation provision, which have a positive impact on the health and wellbeing of individuals and communities by providing opportunities for leisure and recreation activities and by contributing to an improved quality of life. A project to enhance the quality of service provision at Ansley Workshops Sports Ground would positively contribute to the attainment of priorities identified in the Playing Pitch Strategy.

4.5 Human Resources Implications

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

4.6 Risk Management Implications

4.6.1 There are no risks additional to those previously reported consequent upon the proposal to enhance Haunchwood Sports Junior Football Club's security of tenure at, and potential development of, Ansley Workshops Sports Ground, as any approved lease arrangement will protect the Authority's position and the interests of the local community. The Borough Council will not need to formally enter into a long-term lease arrangement with the Junior Football Club until it is confident that support will be forthcoming through the Home Advantage Programme.

4.6.2 The Board is aware that an inability for the Junior Football Club to develop its activity in accordance with the provisions of its (Home Advantage) Development Plan, including in respect of its proposed enhancement of Ansley Workshops Sports Ground, will adversely impact on its growth potential and, therefore, its ability to meet local demand for opportunities to participate in pitch sports. It would also have a negative impact on the Authority's ability to deliver on related priorities in the Playing Pitch Strategy.

4.7 Equalities Implications

4.7.1 There are no adverse equalities implications arising from this report. The Authority's playing pitches are provided for the benefit of the whole community and no group or individual defined by the protected characteristics under the Equality Act will be excluded therefrom. As previously reported to the Board,

Haunchwood Sports Junior Football Club has an excellent track record in the development of opportunities for girls and boys to play football.

4.8 Links to Council's Priorities

4.8.1 The North Warwickshire Playing Pitch Strategy and the Home Advantage Programme have direct and positive links to the following corporate priorities:

- Safe, liveable, locally focused communities
- Prosperous and healthy
- Sustainable growth and protected rurality
- Efficient organisation

4.8.2 Additionally, implementation of the provisions of the Playing Pitch Strategy contributes directly to the attainment of the priorities of the Sustainable Community Strategy to:

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

The Contact Officers for this report are Simon Powell (719352) and Stephanie Wagstaff (719353).

Background Papers

Local Government Act 1972 Section 100D

Background Paper No	Author	Nature of Background Paper	Date
1	North Warwickshire Borough Council	North Warwickshire Playing Pitch Strategy (2024 to 2033)	January 2024
2	Director of Leisure and Community Development	C&E Board Report: Haunchwood Sports Junior Football Club and Ansley Workshops Sports Ground	August 2023
3	Director of Leisure and Community Development	C&E Board Report: Ansley Workshops Sports Ground	May 2022

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	Haunchwood Sports Junior Football Club and Ansley Workshops Sports Ground
Officer Responsible for Assessment	Communities Officer (SW)

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 contribution 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	X		Haunchwood Sports Junior Football Club has reported an intention to encourage more participation by women and girls, who are under-represented in pitch sports. Realisation of its Development Plan would support this commitment
Disabled People	X		
Gay, Lesbian and Bisexual People			
Older / Younger People	X		Haunchwood Sports Junior Football Club is committed to encouraging greater levels of participation by young people. Realisation of its Development Plan would support this commitment
Religion and			

Beliefs			
People Having Dependents Caring Responsibilities			
People Having an Offending Past			
Transgender People			
Armed Forces Covenant			

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

Please indicate if you believe that this document should proceed to a further Impact Assessment

Needs no further action.

Agenda Item No 10

**Community and Environment
Board**

8 August 2023

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

**Ansley Workshops Sports Ground
and the Home Advantage
Programme**

1 Summary

- 1.1 This report draws the Board's attention to a new initiative of the Premier League, The Football Association and the Football Foundation, the Home Advantage Programme, which aims to support local authorities and grassroots football clubs to get the most out of the nation's grass pitches. It also asks Members to consider the submission of an Expression of Interest in seeking financial support from the Programme through which to enhance Haunchwood Sports Junior Football Club's security of tenure at, and engagement in the development of, Ansley Workshops Sports Ground.

Recommendation to the Board

That the Board approves the principle of granting a long-term lease to Haunchwood Sports Junior Football Club, in respect of its security of tenure at Ansley Workshop Sports Ground, and also approves the submission of an Expression of Interest (EOI) in seeking financial support from the Home Advantage Programme through which to support the Club's development of the site.

2 Consultation

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

3 Introduction – The Home Advantage Programme

- 3.1 The significant majority of grassroots football is played on local authority-owned grass pitches. Unfortunately, due to budgetary pressures, many of these pitches are not maintained to what the football authorities would consider to be a high standard. In an effort to improve this situation, the Premier League, The Football Association and the Football Foundation have launched the Home Advantage Programme, which aims to support local football clubs to take on long-term leases on the sites at which they play. Through the Programme, 100% grants of up to £250,000 are potentially available to help clubs improve their "home" grounds.

- 3.2 Local clubs looking to be part of the Programme will need the support of their local authority and the relevant County FA. Clubs will not be able to submit an application for support in isolation. Local authorities and County FAs will lead on the submission of applications during the Expression of Interest (EOI) stage.
- 3.3 Clubs seeking Programme support must be willing to take on a long-term (minimum 25 year) lease at the site at which they play their home matches, which must also have been the subject of a PitchPower assessment (a Football Foundation initiative to assess and thereafter improve the quality of grass pitches). Additionally, they must be an “England Accredited Grassroots Club” in order to be eligible for support. Applications cannot be made by individuals, sole traders or commercial / “for profit” entities.
- 3.4 The Home Advantage Programme will fund the following:
- Income generator items, such as catering cabins, to help clubs to become sustainable at their “home” ground
 - Six years of revenue support for grounds maintenance activity
 - Grounds maintenance machinery
 - Storage
 - Groundskeeper training and qualifications
 - Site security fencing
 - Organisational training and support
 - Goalposts
 - Legal fees and insurances
- 3.5 The Programme will not support:
- Routine maintenance work, such as grass cutting, hedge cutting, line marking, etc.
 - The purchase of capital items not listed above
 - Any general costs associated with running the club
- 3.6 As part of the Home Advantage Programme application process, the Premier League, The Football Association and the Football Foundation have launched an Expression of Interest (EOI) stage, which runs until the end of August 2023. This is intended to identify sites suitable for lease transfer to eligible grassroots clubs. The EOI phase will be managed by local authorities and County FAs. Collaboration between the two parties is seen as being key to a successful application. EOI forms have been made available to local authorities, with which “one to one” advisory sessions have been held by the Football Foundation. EOI forms need to be submitted by 31 August.
- 3.7 From October 2023, projects selected from the EOI phase will be supported by the County FA and the Football Foundation, including through webinars, workshops and learning tools. The selected clubs will also be put on the FA Club Programme and be provided with direct tailored support. This support will be ongoing throughout the lease process, which will need to be agreed

before a formal application for Home Advantage funding can be submitted. Up to £20,000 of funding will be available to local authorities to support them with the resource needed to complete the lease transfer.

4 Ansley Workshops and Haunchwood Sports Junior Football Club

4.1 Ansley Workshops Sports Ground is a designated playing field located between Ansley Common and Ansley Village. The current facilities provide grass football pitches for Haunchwood Sports Junior Football Club and grass and artificial cricket pitches for Ansley Cricket Club.

4.2 Currently, Ansley Cricket Club, which has a long tradition of being involved in the maintenance of the cricket pitches, only supports one adult team and its diminishing volunteer resource has placed an extra burden on the few remaining committee members to maintain the on-site facilities. Additionally, the Club also prepares pitches for Corley Cricket Club, which uses the site to support its adult third team fixtures.

4.3 In contrast, Haunchwood Sports Junior Football Club is a thriving voluntary sector sports organisation. For many years, it has located a number of its teams at Arley Recreation Ground. Recently, however, the Club has considerably increased playing capacity and the number of teams within its structure, most particularly in support of the growth in girls' football. This growth was such that since the 2020 / 21 season, those teams needing an 11-a-side pitch were relocated to Ansley Workshops Sports Ground.

4.4 In order to support its growth, the Board, at its meeting held in May 2022, approved the granting of an initial two-year Service Level Agreement (SLA) to the Junior Football Club, through which it relocated the majority of its activity to Ansley Workshops.

4.5 Relocating the Junior Football Club to Ansley Workshops Sports Ground has enabled its immediate growth needs to be met. Further, and in order to appropriately accommodate the increased activity at the site, it has provided the Club with an opportunity to undertake a small number of improvement works at the Sports Ground. Haunchwood Sports has created a significant stone-based car parking area, made minor cosmetic enhancements to the ancillary accommodation and, most importantly, commenced a programme of improvements to the grass sports pitches. Helpfully, this last piece of work has benefited from a PitchPower assessment and financial support through the Football Foundation.

5 Home Advantage Programme - Expression of Interest

5.1 In view of the qualifying criteria for entry to the Programme (see paragraph 3.3 above), Officers met with representatives from the Football Association to discuss the potential for the Borough Council to submit an Expression of Interest. This discussion concluded that only an EOI relating to Haunchwood Sports Junior Football Club's location at, and development of, Ansley Workshops Sports Ground was likely to be acceptable to the Programme

sponsors. Even in this case, it would be necessary for the Borough Council to agree to allow the Club to hold a 25-year lease on the site. This represents a significant change from the two-year Service Level Agreement currently held between the two parties.

- 5.2 The Home Advantage Programme, however, represents one of very few genuine opportunities through which a step change enhancement could be made to an Authority-owned sports pitch asset. Haunchwood Sports is a very progressive community sector sports organisation, which has, in recent months, been exploring the option of seeking long-term security of tenure at Ansley Workshops. The Junior Football Club also has a positive relationship with the resident Cricket Club, whose activity would continue to be supported at the site.
- 5.3 Through its relationships with voluntary sector sports clubs such as Hurley Kings Football Club, Grendon Football Club and Atherstone Sports Club, the Borough Council, in appropriate cases, has adopted a progressive attitude towards providing community organisations with long-term security of tenure on its public sites. A minimum 25-year lease is a requirement if financial support is to be secured through the Home Advantage Programme. The Board, therefore, is asked if it is mindful to support, in principle, the granting of a long-term lease to Haunchwood Sports Junior Football Club in respect of its tenure at Ansley Workshops, and for Officers to submit a related Expression of Interest in the Home Advantage programme. The terms of any lease agreement would ultimately require the approval of the Resources Board, which is responsible for the Borough Council's assets.
- 5.4 Whilst it is currently subject to external review, any agreement to enhance Haunchwood Sports Junior Football Club's security of tenure at, and engagement in the development of, Ansley Workshops Sports Ground is likely to be consistent with the priorities of the North Warwickshire Playing Pitch Strategy.

6 Report Implications

6.1 Finance and Value for Money Implications

- 6.1.1 There are no immediate financial implications arising from the content of this report. The Home Advantage Programme will offer successful projects 100% grants of up to £250,000 to help clubs improve their "home" grounds. Should an application in respect of Ansley Workshops be successful, therefore, there would be no direct cost to the Borough Council.

6.2 Safer Communities Implications

- 6.2.1 Projects advanced through the Playing Pitch Strategy, including any engagement within the Home Advantage Programme, contribute to community safety by providing well-managed open space and recreation areas that afford opportunities for positive activity.

6.3 Legal, Data Protection and Human Rights Implications

6.3.1 The Borough Council has wide ranging powers in the Local Government (Miscellaneous Provisions) Act 1976 to provide leisure facilities, including playing pitches. This includes allowing such facilities to be available for such persons and on payment of such charges as the Authority considers fit. The Borough Council also has power to do anything that is ancillary or conducive to the exercise of its functions. Taken together, these powers allow the Borough Council to enter the proposed arrangement for a lease to the Club for a period of 25 years.

6.3.2 If this Board and Resources Board were to approve the proposal then Legal Services will advise further on the legal implications to the Borough Council of entering into a long-term lease and ensure that any lease has appropriate terms to protect the Authority's position and ensure that the Club meets the requirements for the funding concerned.

6.3.3 There are no specific data protection or human rights implications arising directly out of this report.

6.4 Environment, Climate Change and Health Implications

6.4.1 Robust Playing Pitch Strategies are essential for the provision, protection and appropriate management of green space and outdoor recreation provision, which have a positive impact on the health and wellbeing of individuals and communities by providing opportunities for leisure and recreation activities and by contributing to an improved quality of life. A project to enhance the quality of service provision at Ansley Workshops Sports Ground would positively contribute to the attainment of priorities identified in the Playing Pitch Strategy.

6.5 Human Resources Implications

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

6.6 Risk Management Implications

6.6.1 There are no direct risks consequent upon the proposal to advance a Home Advantage Programme EOI in respect of Haunchwood Sports Junior Football Club's security of tenure at, and potential development of, Ansley Workshops Sports Ground. The Borough Council would not need to formally enter into a long-term lease arrangement with the Junior Football Club until it was confident that support would be forthcoming through the Home Advantage Programme.

6.7 Equalities Implications

6.7.1 There are no adverse equalities implications arising from this report. The Authority's playing pitches are provided for the benefit of the whole community and no group or individual defined by the protected characteristics under the

Equality Act will be excluded therefrom. As identified in the main body of the report, Haunchwood Sports Junior Football Club has an excellent track record in the development of opportunities for girls and boys to play football.

6.8 Links to Council's Priorities

6.8.1 The North Warwickshire Playing Pitch Strategy and the Home Advantage Programme have direct and positive links to the following corporate priorities:

- Safe, liveable, locally focused communities
- Prosperous and healthy
- Sustainable growth and protected rurality
- Efficient organisation

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

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

The Contact Officers for this report are Simon Powell (719352) and Stephanie Wagstaff (719353).

Background Papers

Local Government Act 1972 Section 100D

Background Paper No	Author	Nature of Background Paper	Date
1	North Warwickshire Borough Council	North Warwickshire Playing Pitch Strategy (2018 to 2033)	2018
2	Director of Leisure and Community Development	C&E Board Report: Ansley Workshops Sports Ground	May 2022

DATED _____ 2024

NORTH WARWICKSHIRE BOROUGH COUNCIL

-to-

HAUNCHWOOD SPORTS JUNIOR FC

Draft L E A S E

of

Land at Coleshill Road, Ansley Common

NUNEATON

LR1. Date of Lease:	The day of Two Thousand and Twenty Four
LR2. Title Number	LR2.1 Landlord's Title Number WK329698
LR3. Parties to this Lease	Landlord North Warwickshire Borough Council, The Council House, South Street, Atherstone CV9 1DE Tenant Haunchwood Sports Junior FC, Coleshill Road, Ansley Common, Nuneaton CV10 0QG
LR4. Property:	In the case of a conflict between this clause and the Remainder of this lease then, for the purposes of Registration, this clause shall prevail. Land, Pavilion and car park at, Coleshill Road, Ansley Common, Nuneaton Warwickshire as shown edged red on the Plan annexed hereto
LR5. Prescribed Statements etc:	LR5.1 Statements prescribed under rules 179 (dispositions in favour of a charity), 180 (dispositions by a charity) or 196 (leases under the Leasehold Reform, Housing and Urban Development Act 1993) of the Land Registration Rules 2003. Not applicable LR5.2 This lease is made under, or by reference to, provisions of: Not applicable
LR6. Term for which the Property is Leased:	The term is as follows: 25 years from the day of
LR7. Premium	N/A
LR8. Prohibitions or Restrictions On Disposing of this Lease	This Lease contains a provision that prohibits or restricts dispositions
LR9. Rights of Acquisition:	LR9.1 Tenant's contractual rights to renew this lease, to acquire the reversion or another lease of the Property, or to acquire an interest in other land

Not applicable

LR9.2 Tenant's covenant to (or offer to) surrender this lease

Not applicable

LR9.3 Landlord's contractual rights to acquire this lease

Not applicable

LR10. Restrictive covenants given in respect of land other than the Property

None

LR11. Easements

LR11.1 Easements granted by this Lease for the Benefit of the Property

See Schedule 2

LR11.2 Easements granted or reserved by this Lease over the property for the benefit of other property

See Schedule 3

LR12. Estate rentcharge burdening the Property

Not applicable

LR13. Application for standard form of Restriction

None

LR14. Declaration of Trust where there is More than one person comprising The Tenant

Not applicable

THIS LEASE made the day of Two Thousand and Twenty Four
BETWEEN NORTH WARWICKSHIRE BOROUGH COUNCIL of the Council House, South
Street Atherstone, CV9 1DE (“The Landlord”) and
HAUNCHWOOD SPORTS JUNIOR FC of Coleshill Road, Ansley Common, Nuneaton,
Warwickshire, CV10 0QG (“The Tenant”)

NOW THIS DEED WITNESSETH as follows:-

1. DEFINITIONS AND INTERPRETATION

1.1 “The Property” means all that part of the land at Coleshill Road, Ansley Common,
Nuneaton, Warwickshire as shown edged red on the annexed plan

1.2 “the Term” means 25 years from and including the date of this lease

1.3 The expression “Permitted Use” means use as a sports and recreation club to include the
playing of Cricket between March and September and the playing of football from September
onwards

1.4 “VAT” means value added tax or any other tax of a similar nature and unless otherwise
expressly stated all references to rents or other sums payable by the Tenant are exclusive of
VAT.

1.5 “the Landlord” includes the successors in title of the Landlord to the Property and any other
person who is at any time entitled to the reversion immediately expectant on the Term

1.6 “the Tenant” includes the Tenants successors in title

1.7 “the Club” means Haunchwood Sports Junior FC of Coleshill Road, Ansley Common,
Nuneaton CV10 0QG

1.8 “the Rent” means the initial rent of a peppercorn if demanded

1.9 words importing one gender shall be construed as importing any other gender

1.10 words importing the singular shall be construed as importing the plural and vice versa

1.11 references to persons shall include unincorporated associations

1.12 the clause headings do not form part of this Lease and shall not be taken into account in its construction or interpretation

1.13 any undertaking by the Tenant not to do an act or thing shall be deemed to include an obligation not to knowingly permit or suffer such act or thing to be done by another person

1.14 "the Development Plan" means the plan for the development of the Club and is attached to the Lease

2. DEMISE

The Landlord lets the Property to the Tenant with full title guarantee together with the rights specified in schedule 1 but excepting and reserving to the Landlord the rights specified in schedule 2 to hold the Property to the Tenant for the Term subject to yielding and paying to the Landlord:

2.1 A peppercorn if demanded

3. **Tenant's Covenants**

The Tenant covenants with the Landlord to observe and perform the requirements of this clause

3.1 Rent

To pay the rent in accordance with clause 2 of this Lease

3.2 Outgoings

To pay and indemnify the landlord against all rates taxes assessments duties charges impositions and outgoings of an annual or other periodically recurring nature which are now or during the Term shall be charged assessed or imposed upon the Property except any which relate to the Landlord's receipt of rent.

3.3 Repair and cleaning

3.3.1 To keep in good repair and condition and clean and tidy and free from deposits and waste rubbish or refuse the Property and the hedges, fences and gates in and around the Property and the hard surfaces and to keep any gates for vehicular access always locked when the Property is not in use for organised sports activities.

3.3.3 to provide all grounds maintenance and line marking in respect of the Property, including provision of equipment, materials and consumables

3.4 User

3.4.1 To use the Property purely for the Permitted Use of the Club and not for any purpose other than as a sports club and for recreational purposes, to include the playing of cricket between March and September, and not to use the Property for any illegal or immoral purpose and not to carry on any trade or business except where this is ancillary to the operation of the Club.

3.4.2 The Tenant must comply with all reasonable regulations made by the Landlord, in consultation with the Tenant, from time to time for the management of the Property provided that nothing in the regulations may purport to amend the terms of this Lease or the operation of the Club or restrict any use of the club for organised sporting activities and, in the event of any inconsistency between the terms of this Lease and the regulations, the terms of this Lease are to prevail.

3.4.3 The Tenant must not do anything on the Property or allow anything to remain on it that may be or become a nuisance, injury or damage to the Landlord or his tenants or any other adjacent or neighbouring premises save that use for the Permitted Use of a Sports Club shall not be considered a breach of this provision and further provided that the Tenant shall not be responsible to the Landlord or his tenants or any other adjacent or neighbouring premises for any recreational use of the Property by members of the public causing such nuisance.

3.5 Indemnity and insurance

3.5.1 To indemnify the Landlord against all actions costs claims demands and liability whatsoever in respect of any damage to any property or the death of or injury to any person arising out of the use by the Tenant (but not members of the public) of the Property.

3.5.2 The Tenant shall be responsible for the costs of insuring the Property against the Insured Risks and Public Liability insurance in respect of the Property and sports activities held there

3.5.3 to produce to the Landlord on demand every policy of such insurance and the receipt for the then current year's premium

3.5.4 to comply with the Development Plan attached to the Lease.

3.5.4 The Tenant shall not erect any signage other than sponsorship signage around the pitches and statutory notices without the consent of the Landlord, such consent not to be unreasonably withheld or delayed.

3.8 Disposals

3.8.1 The Tenant shall not assign, charge, underlet or part with possession or share the occupation of, or permit any person to occupy, or create any trust in respect of the Tenant's interest in the whole or any part of the Property, other than with Ansley Cricket Club with whom the Landlord consents to sharing the use of the Property, without the Landlord's consent, such consent not to be unreasonably withheld or delayed and provided that the Landlord shall consent to the registration of a charge by any funder of the Club

3.9 Entry by Landlord or public

3.9.1 The Tenant shall allow a suitably-authorized and security-cleared representative of the Landlord nominated by the Landlord's Director of Leisure and Community Development to

enter the Property annually to view their condition by prior written agreement with the Tenant at a time where it would not adversely affect the use by the Tenant for the Permitted Use.

3.9.2 The Tenant acknowledges and agrees that the general public shall have the right to access parts of the Property in order to carry out lawful recreational activities on any public right of way routes but not so as to interfere with the use for organised sport.

3.10 Yielding up the Premises

3.10.1 At the end of the Term, the Tenant shall yield up the Land to the Landlord in line with the Tenant's obligations in this Lease

3.11 Costs

Within 30 days of written demand, the Tenant shall pay all costs and expenses reasonably and properly incurred by the Landlord;

3.11.1 in the reasonable contemplation of, and the preparation and service of, a notice under Section 146 of the Law of Property Act 1925 or any proceedings under Section 146 or Section 147 of that Act (whether or not any right of re-entry or forfeiture has been waived by the Landlord or a notice served under Section 146 is complied with by the Tenant or the Tenant has been relieved under the provisions of that Act and even though forfeiture may be avoided otherwise than by relief granted by the Court)

3.11.2 in remedying any breach of covenant by the Tenant;

3.11.3 in respect of any application for consent under this Lease whether or not it is granted (except in cases where the Landlord is obliged not to withhold its consent unreasonably) or the application is withdrawn

3.13 Interest

3.13.1 If the Rent is not paid within 30 days of written demand the Tenant shall pay interest calculated on a daily basis on the unpaid sum at 3% above the base interest rate of Lloyds Bank PLC from the due date of payment to the actual date of payment, both dates inclusive.

3.14 Statutory and Safety Obligations

3.14.1 The Tenant must comply in all respects with the requirements of any statutes, and any other obligations imposed by law or by any byelaws, applicable to the Property or the activities for the time being carried on there.

3.14.2 The Tenant must give full particulars to the Landlord of any notice, direction, order or proposal relating to the Property made, given or issued to the Tenant by any government department or local, public, regulatory or other authority or court within 14 day of receipt, and if so reasonably requested by the Landlord must produce it to the Landlord. The Tenant must without delay take all necessary steps to comply with the notice direction or order. At the request and cost of the Landlord, the Tenant must make or join with the Landlord in making any objection or representation the Landlord deems expedient against or in respect of any notice, direction, order or proposal.

3.14.3 The Tenant shall act at all times in a reasonable and responsible manner. The safety certification systems by Local Authorities were established by the Safety of Sports Grounds Act 1975 and the Fire Safety and Safety of Places of Sport Act . The Tenant shall undertake risk management assessments at the Property and provide a copy of the Risk management report to the Landlord annually.

3.14.4 The Tenant shall maintain the Property in a safe condition in compliance with all Health and Safety legislation and regulations covering (but not limited to)

The Safety at Sports Grounds Act 1975 and The Fire Safety and Safety of Places of Sport Act 1987

The Health and Safety at Work etc. Act 1974 (HSWA) (this includes The Approved Code of Practice: Legionnaires' disease: The Control of Legionella Bacteria in water systems (L8)

The Control of Asbestos Regulations 2012

The Control of Substances Hazardous to Health Regulations 2002 (as amended)

Provision and Use of Work Equipment Regulations 1998

Electrical Equipment (Safety) Regulations 1994

The Tenant shall provide evidence that it has the appropriate safety certifications where applicable and has undertaken the necessary inspections and carried out any maintenance works to comply with this clause for the term of the Lease.

3.14.5 In the event of the Tenant carrying out any structural works such as 3G pitches, floodlights, services or dug out structures, during the Term of the Lease, it will be the responsibility of the Tenant to obtain and comply with all necessary consents, permissions or certificates connected to the works.

4. Landlord's covenants

4.1.1 That the Tenant paying the rents hereby reserved and performing and observing the covenants on the part of the Tenant and the conditions herein contained shall peaceably hold and enjoy the Property during the said term without any interruption by the Council or any person rightfully claiming under or in trust for the Council

4.2 PROVIDED always and it is hereby agreed and declared as follows:

4.2.1 That the Council shall have power at all times without obtaining any consent from or making any compensation to the Tenant to deal as to the Council may think fit with any other property belonging to the Council and to erect or suffer to be erected on such neighbouring property any buildings whatsoever whether such buildings shall or shall not affect or diminish the light or air which may now or at any time during the term hereby granted be enjoyed by

the Tenant or any Tenants or occupiers of the Property or any part thereof provided that any accesses to the Property are retained.

4.2.2 If the rent hereby reserved or any part thereof shall remain unpaid for 30 days after becoming payable (whether formally demanded or not) or if any of the covenants on the part of the Tenant hereinbefore contained shall not be performed or observed, after notification of such breach has been given to the Tenant and after a reasonable period has not been rectified then and in any such case it shall be lawful for the Landlord at any time thereafter to re-enter upon the Property or upon any part thereof in the name of the whole and thereupon this demise shall absolutely determine but without prejudice to any right of action of the Landlord in respect of any antecedent breach or non-observance of the covenants on the part of the Tenant hereinbefore contained

4.3 PROVIDED THAT before exercising any right of re-entry under this clause the Landlord shall give 60 days written notice to The Football Foundation or any other mortgagee of this lease for which notice has been given to the Landlord (together "the Mortgagee") and if within 60 days of the expiry of such notice the Mortgagee indicates in writing to the Landlord that it wishes to remedy such breach the Landlord shall allow the Mortgagee a period of three months or such longer time as may be reasonable (in view of the nature and extent of the breach) to remedy such breach or to procure that it is remedied.

4.4 That in the event of the service of any statutory notice requiring the execution of works at the Property the following provision shall (notwithstanding anything hereinbefore contained) have effect

- (a) if such notice is to be served upon the Tenant the Tenant shall forthwith forward the same to the Landlord and shall (unless a certificate of exemption be obtained from the authority serving the notice) forthwith at his expense execute to the satisfaction of the Landlord such works as the Landlord may approve in order to comply with the requirements of the said notice

(b) if such notice is served upon the Landlord the Landlord shall immediately notify the Tenant and thereupon the Tenant shall at his own expense forthwith execute to the satisfaction of the Landlord such works as the Landlord may require in order to comply with such notice or as such notice may require to be executed by the Tenant

Provided that in either case the Landlord may if it so desires itself execute such works and the Tenant shall afford to the Landlord all necessary access to the Property and other facilities for this purpose and shall on demand refund to the Landlord all costs and expenses thereby incurred and any sums payable by virtue of this proviso shall be recoverable from the Tenant as rent in arrear

4.5 The expression “the Director of Leisure and Community Development” in this Lease shall mean the Director of Leisure and Community Development for the time being of the Landlord or such other person as shall be nominated for that purpose by the Landlord

4.6 Any consent, approval, determination, authority or notice required to be given by the Landlord shall be in writing and shall (except where the context otherwise provides or requires) be given under the hand of the Chief Executive for the time being of the Landlord and any notice to the Landlord shall be in writing and shall be deemed to be sufficiently served if sent by prepaid post and addressed to the Chief Executive at the Council House, Atherstone aforesaid and any notice to the Tenant shall be deemed to be sufficiently served if left or sent by prepaid post to him at his registered address.

4.7 That in cases of dispute or difference arising out of or touching upon the rights, duties or liabilities of the parties under this Lease the dispute shall be referred to the determination of a single arbitrator to be agreed upon by the parties or failing agreement to a person nominated by the President of the Royal Institution of Chartered Surveyors in the manner provided by the Arbitration Act 1996 or any statutory modification or re-enactment thereof for the time being in force

4.8 The Landlord shall arrange and attend a minimum of 3 meetings each year with the Tenant during the term of the Lease to support the Tenant in respect of implementation of the Club Development Plan which is attached to the Lease. In addition, the Tenant will work towards achieving and thereafter maintaining accreditation from the appropriate governing bodies of the sports carried on at the Property.

4.9 The Landlord shall arrange for a formal review of the Club Development Plan every 5 years during the term of the Lease.

5. Except as expressly provided for in clause 4.3 a person who is not a party to the lease shall not have any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of the lease. This does not affect any right or remedy of a third party which exists, or is available, apart from that Act

IN WITNESS whereof the Landlord has caused its Common Seal to be hereunto affixed and the Tenant has to a Counterpart executed as a Deed the day and year first before written

FIRST SCHEDULE

The Property

All that land situated at Coleshill Road, Ansley Common, Nuneaton, Warwickshire as shown edged red on the annexed plan ("the Plan")

SECOND SCHEDULE

Rights Granted

1. A right of way on foot and by vehicle over the land providing access between the Property and Coleshill Road coloured brown on the Plan for obtaining access to the Premises for the purpose of use as a sports club
2. The free and uninterrupted passage and running of water soil gas electricity and other services to the land hereby demised over through and along the sewers drains pipes wires and cables which now are or may hereafter during the term hereby granted be in under or upon the adjoining or neighbouring land of the Landlord or its tenants for the time being and the right to connect into these services and install new services to serve the Property and the right to enter upon the Landlord's neighbouring property for the purposes of installing repairing cleansing maintaining and renewing any services subject to the Tenant making good any damage caused to the reasonable satisfaction of the Landlord.

THE THIRD SCHEDULE

Matters Excepted and Reserved from the Demise

1. The free and uninterrupted passage and running of water soil gas electricity and other services to and from adjoining or neighbouring property or units of the Landlord over through and along the sewers drains pipes wires and cables which now are or may hereafter during the term hereby granted be in under or upon the demised land with the right for the Landlord to enter upon the demised land at any time for the purpose of repairing cleansing maintaining and renewing the said sewers drains pipes wires and cables subject to the Landlord making good all damage caused by such entry except in so far as such entry may be necessitated by any act or default of the Tenant

IN WITNESS whereof the Landlord has caused its Common Seal to be hereunto affixed and the Tenant has executed as a deed the day and year first before written

EXECUTED AS A DEED by affixing THE COMMON SEAL)
of NORTH WARWICKSHIRE BOROUGH COUNCIL)
hereto in the presence of:)

Designated Officer:

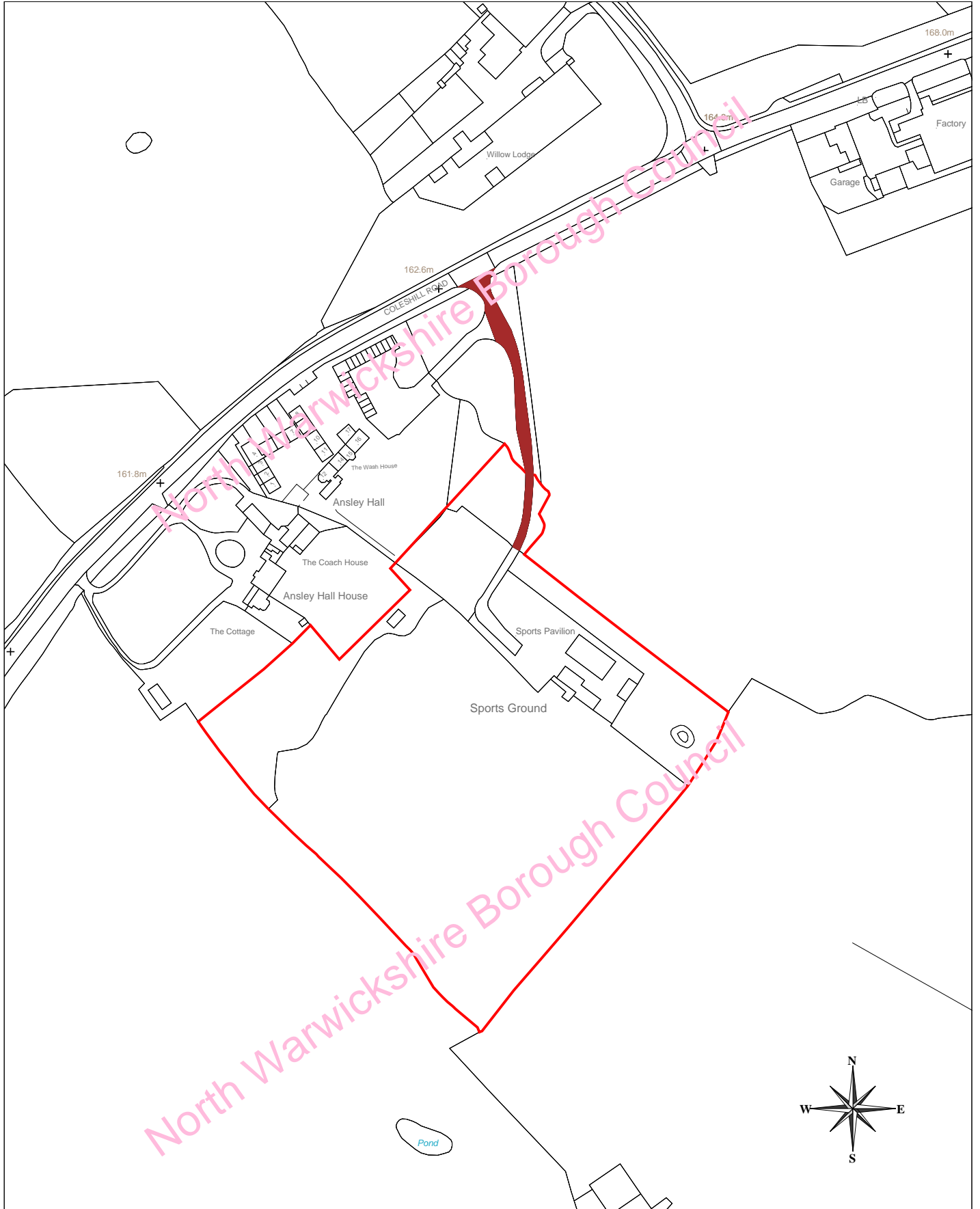
EXECUTED AS A DEED by)
HAUNCHWOOD SPORTS JUNIOR FC)
Acting by)

Director

In the presence of:

Witness Signature:

Witness Name:
Witness Address:



Date: 24/04/24
Scale: 1:2500

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North Warwickshire
Borough Council



Ordnance Survey
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Agenda Item No 7

Community and Environment Board

20 May 2024

Report of the Director of Leisure and Community Development

Leisure Facilities: Service Improvement Plan

1 Summary

- 1.1 Appended to this report, for Members' consideration, is a copy of the approved 2024 / 25 Service Improvement Plan (SIP), through which the Board has agreed to monitor the operational performance of the leisure facilities.

Recommendation to the Board

- a That the Board notes and comments upon the progress made against the requirements identified in the approved 2024 / 25 Leisure Facilities Service Improvement Plan and its accompanying draft KPI template; and
- b That the Board approves the extension of the short-term hire agreement with The Polesworth School in order to support the hosting of exercise classes, gymnastics and community use sports sessions.

2 Consultation

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

3 Introduction

- 3.1 In order to continue to provide a focused approach to service delivery, at its meeting held in March 2024, the Board approved a 2024 / 25 Leisure Facilities Service Improvement Plan (SIP), which would guide activity through until March 2025. A copy of the adopted Plan, which details the key actions, work programmes and improvements to be achieved by the end of March, is attached at Appendix A. The Plan seeks to highlight those matters that the Board has determined are important in order to enhance the quality and sustainability of the service delivered through its leisure facilities.

...

4 Service Improvement Plan: Progress

- 4.1 The SIP attached at Appendix A evidences the progress made by the Leisure Facilities section through to the end of April 2024. Members are invited to

comment on that progress. Any significant changes and / or progress made in May will be reported verbally to the Board at its meeting.

- 4.2 As agreed with Members, this report does not seek to provide detailed commentary on the progress being made in respect of each action identified within the SIP. Instead, it aims to update the Board on the key areas of recent progress made within the leisure facilities. Members, however, are invited to comment and advise on any areas of activity upon which they wish Officers to focus in order to improve the operational viability of the service.
- 4.3 During the Easter half-term, holiday activities were delivered at Atherstone Leisure Complex and Coleshill Leisure Centre. Extra fun swim sessions, crash courses, soft play and swim and Atherstone Family Fun HAF funded programmes were delivered in Atherstone, while Coleshill delivered crafts, bouncy castle sessions and hosted the Nouveau Dance and Theatre School, which delivered full day activities in the second week of the holiday. Activities were well attended, attracting just under 600 visitors across the sites, which was virtually identical to the level of attendances recorded in 2023.
- 4.4 The final customer survey of 2023 / 24 gave the leisure facilities an overall Net Promoter Score of 23.4 for the operational year. This score is comparable with the industry average and provides the service with a benchmark against which to assess performance throughout 2024 / 25. A gymnastics and junior activities survey is currently live, the results from which will be reported to the Board in due course.
- 4.5 Prior to the pandemic, the Service Improvement Plan was accompanied by a set of KPIs, upon which Officers reported at each meeting. Whilst the value of these indicators was obviously diluted as a consequence of the pandemic, the operational recovery within the industry is such that it is considered appropriate to reintroduce measures that will help Councillors to assess service performance throughout the year. In this regard, a revised KPI reporting template is attached at Appendix B, upon which the views of the Board are sought. Subject to approval, the template will be updated and progress reported to each meeting, alongside the Service Improvement Plan.
- 4.6 For the last two years, the Board has approved the short-term hire of the sports hall and associated facilities at The Polesworth School, in order to allow the service to continue to offer its highly valued gymnastics classes and other community sports sessions. The current (12 months) hire agreement is due to end in August and, therefore, the Board is asked to approve a further extension of the booking arrangement, in order to enable the continuation of the associated service programmes, which are projected to generate a small revenue surplus in the current financial year.
- 4.7 Leisure Facilities staff have continued to try to engage the local community and improve the service offer across the sites, a number of examples of which are shared below:

- In April, the leisure team delivered events in both Atherstone and Coleshill to mark the launch of the new Les Mills classes programme
- Further Autism Awareness site walk-arounds are being arranged with groups and specialists during May and June, following which wider training will be rolled out to all site staff in support of a clear service improvement delivery plan
- Atherstone Memorial Hall will be hosting a Jobs Fayre on 17 May. This event has the support of both the local Member of Parliament and Atherstone Partnership

4.8 The Leisure Facilities team, in conjunction with relevant colleagues throughout the Authority, will continue to manage and monitor the implementation of the requirements of the SIP on a regular basis and to report accordingly to each meeting of this Board, including to its next scheduled meeting to be held in July 2024. This process will continue to afford Members an opportunity to both understand and direct relevant aspects of the performance of the Borough Council's leisure facilities.

5 Report Implications

5.1 Finance and Value for Money Implications

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

5.2 Safer Communities Implications

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

5.3 Legal, Data Protection and Human Rights Implications

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

5.4 Environment, Climate Change and Health Implications

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

5.5 Human Resources Implications

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

5.6 Risk Management Implications

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

5.7 Equalities Implications

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

5.8 Links to Council's Priorities

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

- Safe, liveable, locally focused communities
- Prosperous and healthy
- Sustainable growth and protected rurality
- Efficient organisation

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

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

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

Background Papers

Local Government Act 1972 Section 100D

Background Paper No	Author	Nature of Background Paper	Date
1	Director of Leisure and Community Development	Report to Community and Environment Board (Leisure Facilities: Service Improvement Plan)	March 2024

North Warwickshire Leisure Facilities

Service Improvement Plan - April 2024 to March 2025

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

Responsible Officers Key:

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

Last Updated: 1 May 2024

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
1. Recover and Reinvent Optimising the opportunity for communities to live an active lifestyle Continue to re-invent to be relevant to evolving community needs	A. Collaborate with communities and improve opportunities to be active	Update the Board regularly on new or adapted service change and its community benefits	Ongoing	To identify within the review process	OO	→	Updates are provided through the Service Improvement Plan
	B. Maintain awareness of, and adapt to, cost of living pressures	Update the Board on service progress on 'Equality, Diversity and Inclusivity (EDI) action plan'	Ongoing		LMT	→	Managers have received awareness training, further site visits from specialist and autism groups will take place in May / June, followed by the roll-out of training to all staff, followed by action planning. Updates on progress will be provided to each Board meeting
		Review fees, charges and packages and ensure the service delivers better information to the public to support cost of living pressures	Jan 2025		LMT	→	Updated fees and charges were introduced from April 2024
	C. Optimise the use of space across facilities	Deliver identified projects that better utilise space and improve service within facilities	March 2025		LMT	→	No updates have taken place in April
	D. Strive to deliver a "greener" service	Throughout the year, update the Board on 'Climate Change Action Plan' progress	Ongoing		LMT	→	The Leisure Service is working towards delivering the capital SPSF funded works that will improve the energy efficiency of the Pool
E. Re-brand to enhance service awareness and uptake	Seek approval for brand change, embed within facilities and promote within communities	Jan 2025		LMT	→	Brand standards have been created. Its look and feel has been included within the updated website. Site training and wider roll out is planned for June, where further changes to site literature look and feel will be introduced	

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
2. Connecting with Communities Continue to be outward looking and community focused	A. Actively consult, engage and seek feedback to understand what communities want and shape current and future services	Gain regular feedback on current and future services and update the Board on how the service has adapted to improve	March 2025	Provision made within the revenue budget	OO	→	No updates have taken place in April
		Benchmark all key services using the Net Promoter Score throughout the year	March 2025		OO	→	The first service survey was shared with the public in May. Net promoter Score results will be shared with the Board as information is collated
	B. Focus on delivering services tailored to the wants and needs of the community	Collaborate with community groups and other appropriate partners to ensure the development and delivery of internal and external services, events and community projects. To report to each meeting of the Board	Ongoing until March 2025		SAEO / SSRO	→	The Leisure Service has engaged with Atherstone Surgery's Health and Wellbeing team to open up more opportunities around social prescription. The pathway will be offered to more surgeries once established
3. Positive Experiences for the community, with a particular focus on: Children and Young People	A. Optimise opportunities for the community, with a particular focus on services for children and young people to be more physically active	Offer holiday activities through the year and achieve attendances comparable to 2023 / 24 performance.	Feb 2025	Provision made within the revenue budget Process	OO	→	April holiday activities saw just under 600 attendances, with activities delivered at the facilities in Atherstone and Coleshill
		Optimise party sales to achieve that of 2023 / 24	March 2025		OO	→	Although slightly behind in month one, similar party sales of 43 (versus 49 in 2023) were achieved in April
		Maintain school swimming taught lessons at 48+ per week and improve annual total attendances versus 2023 / 24 performance	March 2025		OO	→	Swimming lessons are performing well, with 48/50 sessions a week. The team is currently communicating with schools to secure bookings from September onwards

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		Network with schools to understand how Leisure Services could offer more to support the curriculum, and the wellbeing of children and young people	March 2025		OO	→	The team has commenced its curriculum review, in preparation for any required changes in September
		Deliver work experience schemes and explore opportunities to develop apprenticeships and volunteer experiences leading to employment	Feb 2025		OO	→	Atherstone has work experience fully booked and Coleshill has linked with local SEND schools to offer work placements
		Optimise both delivered and hosted coached sports and activity services within facilities	March 2025		OO	→	Coaching schemes continue to perform well. April comparisons are: Coleshill Polesworth Total 2023 161 208 369 2024 158 224 382
		Continue to enhance the number of swimmers on the Learn to Swim scheme , versus 2022 / 23 (800 avg)	March 2025		LMT	→	The swimming scheme, since its previous staff resilience challenges, has recovered almost back to 2024 performance levels (701 vs 721). Through working with Swim England and planning, the scheme should grow beyond its 2023 performance later this year
		Ensure the pool timetable is regularly reviewed to optimise attendances, income and best accommodate the diverse needs of the community	March 2025		OO	→	Additional swimming and courses were run in place of school swimming lessons during the holidays. From June, the Pool timetable will include additional adult, pre-school and SEND swimming lessons

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
Active Ageing	B. Continue to optimise “active ageing” services	Network with schools to optimise junior fitness services and maintain junior membership sales	March 2025		OO	→	Agreements with schools previously established remain in place
		Optimise choice and attendance, through maintaining existing and delivering new services, and report to Board on progress throughout the year	Ongoing		SSRO	→	Existing services continue to be well received
Disadvantaged and SEND population	C. Improve the service offering within the Borough	Optimise choice and attendance, through maintaining existing and delivering new services, and report to board on progress throughout the year	March 2025		OO	→	Working with Warwickshire County Council, specialist trainers and SEND groups, the team is working towards autism accreditation
4. Connecting with Health and Wellbeing	A. To increase awareness of the importance of health and wellbeing within the community B. To further develop the choice of health and wellbeing services to strive to improve physical and mental wellbeing within the community.	Report to the Health and Wellbeing Working Party (H&WWP) on the Leisure Facilities-related actions within the Health and Wellbeing Action Plan	Ongoing	Provision made within the revenue budget process	LFM	→	The Leisure Facilities Manager attended the meeting in April 2024
		Deliver Health and Wellbeing activity, both individually and in collaboration with communities and report to Board throughout the year.	Ongoing		SEAO / SSRO	→	Although no specific activity has taken place in April, the Leisure team is working towards increased social prescription networks with Atherstone Surgery, as well as offering outreach health checks during Diabetes Awareness Week in June
		To optimise referrals, social prescribers and scheme performance. To report to Board on progress throughout the year	Ongoing		SSRO	→	Exercise referrals are an area of focus to drive across the service. With a number of staff on training courses to become qualified, the team is making plans to increase capacity and delivery throughout 2024

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		Deliver "Workplace Wellbeing" outreach services and build stronger relationships within local communities and businesses	September 2024		SSRO	→	This project work will start later in the year
		Continue to ensure Mental Health First Aiders support service staff and the public	Ongoing		LFM	→	Mental Health First Aiders continue to be active within the service to support staff and customer needs
Active Environments	A. Improve participation opportunities in alternative environments	To work with groups and organisations to improve participation opportunities delivered externally in alternative environments	October 2024	To identify within the review process	LMT	→	In addition to work with Atherstone Surgery, Everyone Health and Autism Awareness teams, the SRRO has also been working with a company with a view to increasing non-gym referral pathways
	B. To explore digital technology in supporting service delivery	To scope digital and technological opportunities that will enhance the service offering and reduce barriers to participation (cost, time, access, other)	March 2025		LMT	→	Whilst the service is hopeful of a new front of house system in 2025 that will significantly improve service, in the interim, the SEAO continues to work to scope the optimisation of current systems
Health and Fitness	A. Improve the quality of the health and fitness service across the facilities, focusing on re-engaging members, improving retention, increasing sales and providing a positive customer experience	Continue to improve the 'Member Journey' and strengthen the 'Health' position within the market	August 2024	Provision made within the revenue budget Process	SSRO	→	As the blood testing service continues to be embedded, the SSRO, in discussion with the LFM and external organisations, has been planning the next developments
		Deliver health and fitness marketing campaigns throughout the year to achieve sales targets	Ongoing until March 2025		SSRO	→	No specific health and fitness promotional campaigns have been delivered to date. The

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		Deliver regular member engagements, incentives and service developments to optimise retention	Ongoing until March 2025		SSRO	→	Board will be updated about future activity Leisure Facilities continues to offer gym challenges; members of the month; deliver quarterly class launch events and offer engagement and awareness activities, including campaigns to increase the awareness
		Review the group exercise programme to ensure occupancy levels are proactively managed	Ongoing until March 2025		SSRO	→	Group exercise classes are reviewed regularly. They are currently performing very well across sites. Changes are made quarterly to optimise performance and align with customer demand
Health and Safety / Operations	A. Ensure appropriate staff to maintain service	Ensure staffing levels and development opportunities are appropriately managed throughout the year	Ongoing until March 2025	Divisional and Corporate Training Budget	OO	→	Recruitment and selection take place throughout the year as required. Various staff are enrolled on first aid and exercise referral courses
	B. Ensure staffing resource is motivated and optimised	Ensure appraisals are completed and communication structures are maintained at all levels through the year	Ongoing until March 2025		OO	→	Appraisals have been completed for the start of 2024
	C. Ensure health and safety (H&S) is maintained at all times within Facilities	Ensure staff achievement is celebrated throughout the year	Ongoing until March 2025		SEAO	→	The Employee Recognition Scheme remains in place to celebrate staff success
		Continue to review, update and improve facilities H&S. To feedback progress at each Board meeting	Ongoing until March 2025		OO	→	Health and Safety review schedules are set across sites. The responsible team meets regularly to ensure health and safety tasks are completed throughout the year

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		Continue to monitor and audit H&S knowledge and compliance. To feedback progress at each Board meeting	Ongoing until March 2025		LFM	→	Audits take place throughout the year to assess performance and identify improvements Spot checks take place throughout the year for various areas of health and safety to ensure adherence to procedures
Marketing and Promotion	A. Ensure effective marketing to the public to optimise engagement and potential return on investment	Create an updated and proactive Marketing Plan, to include events scheduled throughout the year To update the Board on campaigns and marketing activity throughout the year Achieve web and App engagements at or above that of 2023 / 24 and increase social media performance Update communities on our activity throughout the year, using web, social and other medial and update the Board on engagements throughout the year	April 2024 Ongoing until March 2025 Ongoing until March 2025 Ongoing until March 2025	Provision made within the revenue budget Process	SEAO SEAO SEAO SEAO	→ → → →	Plans are in place to be delivered throughout the year The Leisure Service will update the Board on progress throughout the year The Leisure Facilities Manager will provide an update to the Board in May Platforms were used to drive holiday activities, promote courses, class timetable updates, bank holidays and create general updates and engagement throughout April
Monitoring, Review and Evaluation	Report on performance against the actions identified in this Service Improvement Plan to each meeting of the C&E Board		Every Community and Environment Board		D / LFM	→	SIP progress reports are presented to each meeting of the C&E Board

Leisure Facilities Strategic Key Performance Reports (Proposed)

Measure	2023						2024						Commentary
	ALC	CLC	PFH	PSC	TQEA	Total	ALC	CLC	PFH	PSC	TQEA	Total	
Health and Fitness													
Gym Monthly Members													
Student Monthly Members													
Total Monthly Members													
Average Monthly Gym Visits													
Average Length of Stay													
Swimming													
Learn to Swim Scheme Members													
School Swim Scheme Groups													
School Swim Scheme Visits													
Average Monthly Casual Swim Visits													
Sports and Activities													
Monthly Sports Coaching Members													
Average Sports Hall Occupancy													
Average Parties Occupancy													
Holiday Activities Participation													
Customer Satisfaction													
Average Annual Net Promoter Score													
Digital Communication													
Web Traffic													
App Downloads													
App Hits													
Financial and Attendance													
Total Visits													
Total Income													
Total Costs													
Operational Recovery Rate													

Health and Wellbeing Working Party Minutes

23 April 2024

Present: Cllr. Smith (Chairperson), Cllr. Stuart, Cllr. Whapples, Cllr. Bates, Cllr. Hobley, Cllr. Davey, Becky Evans, Russell Simkiss, Milen Woldeab (all NWBC), David Simkins (WCAVA), Katie Pater (Medical Student), Sarah Tregaskis (WCC), Andy Danks (WCC)

Apologies for Absence: Jane Coates (WCC)

Item	Notes	Action
4	<p>Minutes of the Last Meeting (26 February 2024) and Matters Arising</p> <p>The minutes of the meeting held on 26 February 2024 were agreed as an accurate record of the proceedings.</p>	
5	<p>SPOTLIGHT – “Living well with a primary malignant brain tumour”</p> <p>A presentation was given to the Working Party on research being undertaken by Katie Pater.</p> <p>The Working Party was asked to support and promote the research to increase the number of volunteers taking part in the study.</p> <p>It was agreed that partners would share the posters / links on social media and promote the research through their channels:</p> <p>Facebook: https://www.facebook.com/katie.macleod.peters/videos/436532828730657</p> <p>Twitter: https://twitter.com/KatieMacP/status/1752608322409168933</p> <p>LinkedIn: https://www.linkedin.com/posts/kempeters_a-lovely-colleague-pointed-out-that-the-original-activity-7166797242635403264-FAi3?utm_source=share&utm_medium=member_desktop</p> <p>The study link: http://tinyurl.com/yhafc8d6</p> <p>BE to send Katie appropriate contacts for the distribution of the information.</p> <p>Contact Katie at p028856l@student.staffs.ac.uk for more information.</p>	<p>ALL</p> <p>BE</p>
6	<p>SPOTLIGHT – School Non-Attendance</p> <p>The Working Party received a presentation regarding non-attendance in schools. The presentation will be circulated with the minutes.</p> <p>There is a need to improve school attendance in North Warwickshire, which has the highest absence rates in Warwickshire. Health is the main reason given for non-attendance.</p>	<p>BE</p>

Item	Notes	Action
	<p>Currently there is a delay in the school data being shared. From September, however, there will be a requirement for all schools to share their daily attendance with DfE, which will in turn be shared with WCC. This will allow more timely support from WCC.</p> <p>More emphasis is being given to support pupils with their barriers to attendance, rather than the focus being solely on getting them to return to education. WCC is looking to work with a wider range of partners to support pupils considered to be “severely absent”. Cllr. Whapples raised the importance of acknowledging that not every pupil will be able to return to a school setting.</p> <p>Cllr. Stuart requested more comparative data on each school in order that Ward Members could view how schools in their area were performing. The Working Party asked if there was any youth provision / resource that could be allocated in those areas with low attendance rates. Sarah and Andy to speak to colleagues and find out.</p>	Sarah / Andy
7	<p>Partner Updates</p> <p>RS has had a meeting regarding the required resurfacing of the artificial grass pitch at TQEA. An assessment will be undertaken by the Trust to determine the extent of work required.</p> <p>DS has seen an increase in interest from town / parish councils looking for funding for play areas and green spaces.</p> <p>The Social Fabric Fund is still open, but there has been limited interest from North Warwickshire. https://www.heartofenglandcf.co.uk/warwickshire-county-council-social-fabric-fund/</p> <p>WCAVA is currently encouraging Warm Hubs to apply for funding to support the projects during the winter months.</p>	
8	<p>Budget</p> <p>No requests received.</p>	
9	<p>Feedback from Relevant Partnership Meetings</p> <p>None recorded.</p>	
10	<p>Any Other Business</p> <p>None recorded.</p>	
	<p>Future Meeting Dates</p> <p>23 September 2024 at 18:00 02 December 2024 at 18:00 24 February 2025 at 18:00 28 April 2025 at 18:00</p> <p>(Hybrid meetings held in Chamber)</p>	

Agenda Item No 9

**Community and Environment
Board**

20 May 2024

**Report of the
Chief Executive**

Exclusion of the Public and Press

Recommendation to the Board

To consider, in accordance with Section 100A(4) of the Local Government Act 1972, whether it is in the public interest that the public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

Agenda Item No 10

Community and Environment Board Minutes – 25 March 2024

Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

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

The Contact Officer for this report is Marina Wallace (719226).