

# NORTH WARWICKSHIRE BOROUGH COUNCIL

## MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

20 August 2024

Present: Councillor Bell in the Chair.

Councillors Fowler, Hobley, Jackson, Jenns, Melia, H Phillips, Ririe, Singh, Smith, Symonds, Turley Whapples and A Wright.

Apologies for absence were received from Councillor Jarvis (Substitute Councillor Symonds)

The Chair informed the Board that Agenda Item No 13 (Staffing Matter) was being withdrawn from the agenda to allow for further work to be carried out,

### 8 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

### 9 **Minutes of the Meeting of the Board held on 20 May 2024**

The minutes of the meeting held on 20 May 2024, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

### 10 **Leisure-related Section 106 Receipt**

The Director of Leisure and Community Development asked the Board to consider and determine the use of a leisure – related Section 106 receipt held by the Borough Council.

#### **Resolved:**

**That the use of the Section 106 receipt referred to in the report of the Director of Leisure and Community Development be approved.**

#### **Recommended to Executive Board:**

**That the supplementary estimate of £104,477 be included within the capital programme for the proposed undertaking detailed in the report of the Director of Leisure and Community Development for Executive Board on 16 September 2024.**

### 11 **Local Visitor Economy Partnership – Elected Member Forum**

The Director of Leisure and Community Development reported that, in response to representations from borough and district councils, the Coventry and Warwickshire Local Visitor Economy Partnership (LVEP) had established an Elected Member Forum to represent the interests of those

authorities, including the Borough Council and requested that a member of the Community and Environment Board be nominated to represent the Authority on that Forum.

**Resolved:**

**That the establishment of the Elected Member Forum as part of the Local Visitor Economy Partnership (LVEP) be noted and a Councillor be nominated to represent the interests of North Warwickshire Borough Council on the Forum.**

**12 Fixed Penalty Notice Charge Increase**

The Chief Executive requested that the Board consider increasing the fixed penalty notice charge in line with the revised charges in the Environmental Protection Act.

**Resolved:**

**That an increase in the Fixed Penalty Notice charge as set out in the report of the Chief Executive be approved and that the amended charges take effect from 1 September 2024.**

**13 Leisure Project Update and Options**

The Interim Corporate Director – Streetscape set out the work undertaken to date to review the future provision of leisure facilities within North Warwickshire and the development of the new leisure project to date. The key considerations and options for the Board to consider include the future provision of new facilities to replace the current leisure facilities at Polesworth and Atherstone , together with the options available to the Council in respect of the future management and operation of the Council’s leisure facilities.

**Resolved:**

- a That delegated authority be given to the Interim Corporate Director - Streetscape to award a contract with a design and build/developer partner to undertake the detailed feasibility and potential design of two new leisure facilities in Polesworth and Atherstone;**
- b That work proceeds with the preparation of a procurement process with the market to secure a ten plus 5-year contract for the future management and operation of the new and existing leisure facilities, as set out in the report of the Corporate Director – Streetscape;**
- c That a detailed business case to meet the Council’s aspirations for the provision of a new leisure/health facility at Atherstone continues to be developed;**

- d That a small member steering group made up of members of the Board to function as a sounding board in the development of the broader leisure project be established; and
- e That, due to the HMRC ruling regarding the leisure project, £471,655 VAT reclaimed for leisure income being fenced in a specific reserve fund.

Following the meeting it was agreed that the members of the Steering Group would be Councillor Bell (Chair), Whapples, Singh and Melia.

A document was circulated setting out the proposed terms of reference for the group which was agreed by the Board.

**14 Budgetary Control Report 2024/25 (April – June)**

The Interim Corporate Director – Resources detailed the revenue expenditure and income for the period from 1 April 2024 to 30 June 2024. The 2024/25 approved budget and the actual position for the period were given, together with an estimate of the outturn position for services reporting to the Board.

**Resolved:**

**That the report be noted.**

**15 Minutes of the UKSPF Advisory Panel**

The minutes of the meeting of the UKSPF Advisory Panel held on 13 June 2024, copies having been previously circulated, were noted.

Margaret Bell  
Chair