

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

(Councillors Bell, Dirveiks, Fowler, Gosling, Hobley, Jackson, Jarvis, Jenns, Melia, H Phillips, Singh, Smith, Turley 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

5 JUNE 2023

The Community and Environment Board will meet in The Chamber, The Council House, South Street, Atherstone on Monday 5 June 2023 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.

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

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

5 **Minutes of the meeting of the Board held on 27 March 2023** – copies herewith, to be approved and signed by the Chairman.

6 **Officers will give an overview of the Services which provide reports and updates to the Board. Members will be asked to identify any matters that they may wish to see coming forward to the Board.**

**PUBLIC BUSINESS
(WHITE PAPERS)**

- 7 **Leisure Facilities: Service Improvement Plan (June 2023)** – Report of the Director of Leisure and Community Development

Summary

Appended to this 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 appended SIP details related activity undertaken within the facilities through to the end of April 2023.

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

- 8 **King's Coronation Celebratory Grants Scheme** – Report of the Director of Leisure and Community Development

Summary

This report informs Members of the successful delivery of the King's Coronation Celebratory Grants programme.

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

STEVE MAXEY
Chief Executive

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

27 March 2023

Present: Councillor Bell in the Chair.

Councillors Chambers, Clews, Gosling, M Humphreys, Jenns, Jordan, McLauchlan, K Parker, H Phillips, S Smith and A Wright

Apologies for absence were received from Councillors Singh and L Smith

38 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor M Humphreys declared a non-pecuniary interest in Minute No 43 (Financial Assistance to Outside Organisations) by reason of being a Trustee of the North Warwickshire Citizens' Advice (NW CA).

39 **Minutes of the Meeting of the Board held on 23 January 2023**

The minutes of the meeting held on 23 January 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

40 **Supplementary – Fly Tipping Update**

Further to the Safer Communities Sub-Committee's consideration of a Fly Tipping update report, the Chief Executive asked Members to note the work that the Transformation and Environmental Health Teams had undertaken in order to try and reduce fly tipping across the Borough.

Resolved:

- a That the report be noted; and**
- b That Members endorse the idea of a Borough wide survey to understand Residents' views on the Waste Recycling Centres.**

41 **Leisure Facilities: Service Improvement Plan**

The Director of Leisure and Community Development reported on the Service Improvement Plan (SIP), detailing activity through to the end of February 2023, through which the Board had agreed to monitor the operational performance of the leisure facilities at each of its meetings. In addition, a draft SIP for the 12 months period commencing from April 2023 was appended for Members' consideration and approval.

Resolved:

- a That the progress made against the requirements identified in the approved 2022/23 Leisure Facilities Service Improvement Plan, through which operational performance is monitored, be approved; 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 2024, be approved.**

42 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 adopted Playing Pitch Strategy (2018 to 2031).

Resolved:

- a 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 (2018 to 2031) be noted; and**
- b That the Board's expressed concern regarding the allocation of funding from the Green Shoots Community Climate Change Fund be conveyed to Warwickshire County Council.**

43 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 level of funding, if any, to be awarded in 2023/24.

Resolved:

- a That Members note the work undertaken by the organisations funded through the Annual Grants scheme in 2022/23; and**
- b That the Annual Grants fund of £31,600 be allocated to North Warwickshire Citizens' Advice in 2023/24.**

44 **Health and Wellbeing Action Plan (2023 to 2027)**

Subsequent to its development by the Health and Wellbeing Working Party, the Director of Leisure and Community Development proposed the adoption of a new corporate Health and Wellbeing Action Plan (2023 to 2027).

Resolved:

That the draft Health and Wellbeing Action Plan (2023 to 2027), appended to the report of the Director of Leisure and Community Development, be approved.

45 **Minutes of the Health and Wellbeing Working Party Meeting held on 28 February 2023**

The minutes of the Health and Wellbeing Working Party Meeting held on 28 February 2023 were received and noted.

46 **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.

47 **Confidential Extract of the minutes of the Community and Environment Board held on 23 January 2023**

The Confidential minutes of the Community and Environment Board held on 23 January 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

Margaret Bell
Chairman

Agenda Item No 7

Community and Environment Board

5 June 2023

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 2023/24 Service Improvement Plan (SIP), through which the Board has agreed to monitor the operational performance of the leisure facilities at each of its meetings. The appended SIP details related activity undertaken within the facilities through to the end of April 2023

Recommendation to the Board

That the Board notes and comments upon the progress made against the requirements identified in the approved 2023/24 Leisure Facilities Service Improvement Plan through which operational performance is monitored.

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 2023, the Board approved a 2023/24 Leisure Facilities Service Improvement Plan (SIP) to guide activity through until March 2024. 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.

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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 2023. 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 Provision in Polesworth has remained buoyant since the start of the financial year, with gymnastics numbers at their highest ever level and sports hall occupancy at the School averaging over 90%. The potential use of the School's dance studio and Multi-use Games Area (MUGA) is still the subject of discussion, but Polesworth's staff are hopeful of being able to conclude negotiations and ensure the consistent availability of these facilities for the local community in the near future.
- 4.4 Having received the Leisure Facilities Poverty Proofing report from Children – North East only shortly prior to the last meeting of the Board, the team has now had time to digest the information and to create a draft action plan, with a view to improving the accessibility of related services. Whilst a number of the recommended improvements have already been actioned, as agreed with Councillors, the draft plan will be discussed at the next meeting of the Health and Wellbeing Working Party and then with this Board.
- 4.5 The leisure facilities, working with local social prescribers, have started to create a community “referral pathway” directly into the service, providing a similar offer to that made through the “exercise referral” programme. Through this initiative it is hoped that the leisure facilities will see members of the public referred into a variety of services, including the gyms, fitness classes, walking sports, bowls, tea dances, swimming and others aspect of the activity programme. Through a reduced price access offer (12 weeks at half price), the aim of the pathway is to provide social prescribers with more tools to improve physical, social and mental wellbeing in the community; to help tackle loneliness / isolation; and to reduce incidents of depression and other mild mental health issues. Members will be updated on progress at future meetings of the Board.
- 4.6 With a view to improving staff morale and to celebrate success, the Leisure Facilities team launched a pilot “Employee Recognition Scheme” in April 2023. The scheme is set up so that any staff member can nominate a work colleague by simply emailing a central inbox. Each month, the exceptional contributions of staff are then acknowledged by the Leisure Management team and their direct line manager. An “Employee of the Month” is then awarded a certificate by the Chief Executive. The scheme has been well received by staff and has generated a healthy discussion amongst colleagues. The Leisure Facilities Manager will continue to investigate options to add value to the staff experience and to share good practice throughout the Authority.
- 4.7 With the benefit of funding provided through the Health and Wellbeing Working Party, the facilities have recently introduced advanced health testing

scales in both Coleshill and Polesworth. To ensure a successful introduction, staff training was provided by the equipment suppliers, which was supported by the provision of new procedures and publicity material. The use of the scales has been well received by customers, perhaps most notably at the Polesworth Fitness Hub, in view of which the decision has been made to support their introduction in Atherstone too.

4.8 During Easter, holiday activities were offered at the facilities in Atherstone and Coleshill. As well as hosting the HAF-funded Atherstone Family Fun sessions, cheerleading and dance, the team also offered additional fun swimming opportunities, bouncy castle and soft play sessions, arts and crafts and took the opportunity to sell more parties, which are now in high demand. Approximately 650 attendances were achieved over the two weeks, which is a slight improvement on the levels recorded in April 2022. A verbal update on performance within the May half-term period will be presented to the Board at its meeting. Summer holiday activity plans are currently being finalised.

4.9 Leisure Facilities staff have continued to engage with and support local groups and events. A snapshot of this positive work has been shared below:

- Nouveau Theatre Dance School, which is based at Coleshill Leisure Centre, recently won the title of “The World’s Best Dance School” for the second year in a row. The Centre has hosted the trophies and helped the Dance School to celebrate its success
- The team at Coleshill Leisure Centre helped to ensure the smooth operation of the local Elections in May
- Atherstone Leisure Complex hosted a Jobs Fayre on behalf of the local Member of Parliament in May. The event received excellent feedback from those in attendance
- Discussions have taken place with Warwickshire County Council, with a view to its staff joining the corporate membership programme. Promotion will go out to County Council staff once the details are fully confirmed

4.9 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 August 2023. This process will continue to afford Members an opportunity to both understand and direct relevant aspects of the performance of the Borough Council’s leisure facilities.

5 Report Implications

5.1 Finance and Value for Money Implications

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

5.2 Safer Communities Implications

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

5.3 Legal, Data Protection and Human Rights Implications

5.3.1 There are several powers under which the Council may provide leisure facilities, including section 19 of the Local Government (Miscellaneous Provisions) Act 1976. That Act and other legislation give the Council broad management powers for those facilities and the SIP plays an integral role in that management process.

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. It is additionally worth noting that new pool covers have been installed at Atherstone Leisure Complex in an effort to reduce both carbon emissions and the cost of energy.

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. This intention is enhanced

by the Poverty Proofing exercise being undertaken across the leisure facilities and to which reference is made in the main body of the report.

5.8 Links to Council's Priorities

5.8.1 The Service Improvement Plan has 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, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
1	Director of Leisure and Community Development	Report to Community and Environment Board (Leisure Facilities: Service Improvement Plan)	March 2023

North Warwickshire Leisure Facilities

Service Improvement Plan - April 2023 to March 2024

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

Responsible Officers Key:

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

Last Updated: 20 May 2023

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
Recover and Reinvent ‘Optimising the opportunity for communities to live an active lifestyle’, ‘Continue to reinvent to be relevant to evolving community needs’	Be pro-active in encouraging more people to live more active lifestyles	Continue to adapt to make services more inclusive, accessible and inviting: At each meeting, to update the Board on service progress in respect of the ‘Poverty Proofing’ action plan; Equality, Diversity and Inclusivity (EDI) action plan; establish further external reviews and training through the year	April 2024 and ongoing	To identify within the review process	OO	→	The Poverty Proofing action plan and progress will be discussed at the next Health and Wellbeing Working Party in June before being reported to board in August. As part of the EDI action plan, leisure facilities completed local consultation regarding autism awareness; and is currently reviewing gender identify with a view to reviewing policy and procedure within facilities.
	To continue to understand what communities want and work collaboratively to encourage a ‘leadership community’ to do the same	Using community engagement / steering groups where appropriate, adapt to deliver services differently or create new services in their place with the goal to keep the community engaged, more active and living healthier, happier lives	March 2024		LMT	→	Examples will be identified throughout the report, including the autism awareness consult above.
	Review pricing and packages	To review fees, charges and packages to ensure affordable services in alignment with the local and wider market	January 2024		LMT	→	The review will take place later this financial year.
	Explore the opportunity to optimise the use of space across facilities	Review opportunities to optimise the use of space in facilities to increase services, attendance and improve financial performance	March 2024		LMT	→	Following feedback from a recent survey; and staff discussion, making reception areas more welcoming and using space better is an area of review. Opportunities have also been identified at Coleshill to develop a group cycle studio if / when funding allows.
	Become ‘greener’ within the context provided by the corporate Climate Change Action Plan	Within the context provided by the corporate Climate Change Action Plan, consider climate	March 2024		LMT	→	Leisure Services has contributed to the Council’s green agenda.

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		change in the operation of service and plan to do things differently and to be “greener”					
Connecting with Communities Continue to be outward looking and community focused	Actively consult, engage and seek feedback to understand what communities want and to shape current and future services Focus on delivering services tailored to the wants and needs of the community	Continue to ask questions and gain feedback on current and future services throughout the year. To feedback to the Board regularly about surveys, forums, mystery visits and reviewing verbal and written feedback	March 2024	Provision made within the revenue budget	OO	→	A survey is currently live, asking for feedback about our sports and activities, with a view to gain insight into how we are performing and how we can improve.
		Generate a Net Promoter Score (NPS) for each facility and the service as a feasible measure of performance	Revised to March 2024	Identify within the review	OO	→	The survey includes a NPS for this area.
		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 the Board at each meeting	Ongoing until March 2024	Provision made within the revenue budget	SAEO / SSRO	→	Leisure facilities communicates regularly with a number of partners including various schools, Everyone Health, Think Active, Swim England and more. Leisure facilities have been working closely with social prescribers with a view to start open up new pathways into leisure services to improve wellbeing. Warwickshire County Council are also in discussions about the potential of being part of the Borough’s Corporate Memberships Scheme. Leisure Facilities aim to be a presence at local partnership meets where invited.
Positive Experiences for the community, with a	Optimise opportunities for the community, with a particular focus on services for children and	Holiday Activities Continue to offer holiday activities through the year (and where possible increase the quality and diversity of the programme). To achieve attendances at or above that in 2022/23	February 2024	Provision made within the	OO	→	Holiday activities were offered at Coleshill and Atherstone facilities in April and will be offered in May. Amongst a varied offering, HAF funded

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
<p>particular focus on:</p> <ul style="list-style-type: none"> - Children and Young People - Active Ageing - Disabled, Disadvantaged and Special Educational Needs (SEND) 	<p>young people to be more physically active</p>	<p style="text-align: center;">Parties</p> <p>Optimise party sales to achieve sales and participation levels at or above that in 2022/23</p> <p>To complete a party review and shape a plan to consider how to improve the quality, choice and packages on offer for achieving this</p> <p style="text-align: center;">Schools</p> <p>To improve the performance of the school swimming service back to that of 2019/20 (48-50 taught sessions per week)</p>	<p>March 2024</p> <p>October 2023</p> <p>March 2024</p>	<p>revenue budget Process</p> <p>Provision made within the revenue budget process</p>	<p>OO</p> <p>OO</p> <p>OO</p>	<p>→</p> <p>→</p> <p>→</p>	<p>programmes ran at Atherstone. Attendances in April saw a slight improvement versus 2022/23 (650 vs 600). May's performance will be updated once the programme is complete.</p> <p>Party sales have started the year well. Where Coleshill's party sales have maintained at a high rate of sales, Atherstone's party's since their increased availability from January 2022, are also starting to perform really well, starting the year at approximately 85% sales versus capacity.</p> <p>The review will take place later this financial year.</p> <p>Last year, many schools streamlined the way they take up swim lessons, changing classes through the year rather than having a whole year per class. This change did reduce the number of sessions we had. From September, 3 new schools have since been recruited to start. Whilst we continue to pursue new schools, the service will use this pool time to offer mainstream lessons and fun sessions.</p>

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		Network with schools to understand if / how Leisure Services could offer more to support the curriculum / health and wellbeing / positive experiences for children and young people	February 2024		OO	→	The review will take place later this financial year.
		Deliver work experience schemes	July 2023		OO	→	Some work experience is already booked in to take place at sites.
		Explore opportunities to develop apprenticeships and volunteer experiences that may lead to employment	December 2023		OO	→	The review will take place later this financial year.
		Sports and Coaching Optimise the number of junior coached and activity sessions hosted within the facilities, both through increasing the in-house offering and recruiting new groups (restore previous and create new opportunities)	March 2024		LMT	→	Coleshill Leisure Complex significantly increased its external coached activity last year, hosting more cheerleading, dance, cricket, football and restoring its gymnastics scheme numbers. Polesworth's gymnastics recently broke 200 gymnasts. Swim lessons remain strong and consistency in delivery has been much improved.
		Swimming Continue to enhance the number of swimmers on the Learn to Swim scheme, versus 2022 / 23	March 2024		OO	→	Due to staff turn-over, swimming lesson numbers took a dip at the end of last year. Since February the scheme has however been rebuilding. Lessons are much more consistent with no cancellations since January; and lessons will build again in June from 722 to an estimated 760 on the scheme as more lessons are added.

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	Continue to improve the service offering for the “active ageing” populations within in North Warwickshire	<p>Continue to review the pool timetable and make positive changes to optimise attendances, income and best accommodate the diverse needs of the community</p> <p style="text-align: center;">Health and Fitness</p> <p>Network with schools and communities to increase awareness of junior fitness services, with the aim to increase junior membership sales</p> <p>Engage with more community groups to understand their needs. With this information, continue to develop and deliver services that will enhance service quality, increase provision and improve awareness of what is available in the community</p>	<p>March 2024</p> <p>March 2024</p> <p>December 2023</p>		<p>OO</p> <p>SSRO</p> <p>OO</p>	<p>→</p> <p>→</p> <p>→</p>	<p>Although small changes take place through the year, some useful feedback from surveys, poverty proofing and customer feedback will feed into the review later this financial year.</p> <p>Separate schemes at both Coleshill School and TQEA continue to run to increase junior usage of health and fitness services.</p> <p>Feedback from the Health and Fitness Survey last year highlighted the need to offer more social and intermediate intensity activities. As an initial response, brochures are in the process of being created that highlight the activities currently on offer. This information will be replicated on web and socials to increase awareness of what is currently on offer. Facilities aim to offer more services as highlighted in the feedback through the year.</p> <p>Alongside the EDI and Poverty Proofing action plan, the County Council secured funding which includes leisure facilities staff completing autism awareness training, with a view to identify action to</p>
	Continue to improve the service offering for disabled, disadvantaged and Special Educational Needs (SEN) populations of North Warwickshire	Engage with more community groups to understand their needs. With this information, continue to develop and deliver services that will enhance service quality, increase provision and improve awareness of what is available in the community	December 2023		OO	→	

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		Secure funding for; and deliver services in the community around tackling inequalities, to ensure a more diverse and inclusive service offer	March 2024		LMT	→	improve service (and possible accreditation). Leisure facilities will continue to engage with partners to secure funding for the Authority and it's community groups through the year.
Connecting with Health and Wellbeing	To increase awareness of the importance of health and wellbeing within the community 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 Deliver Health and Wellbeing events and campaigns throughout the year, joining up working with other groups and organisations where possible and linking to charities to enhance the impact where appropriate Working with Everyone Health, social prescribers and other stakeholders, to increase the capacity and options available on the referral scheme and through social prescription into services	Ongoing March 2024 Ongoing	Provision made within the revenue budget process	LFM SEAO / SSRO SSRO	→ → →	Leisure facilities will continue to attend and contribute to the work of the H&WWP Craig Tracey's job fayre was hosted at Atherstone Memorial Hall in May A wedding breakfast and evening was hosted at the Memorial Hall in May Coleshill Leisure Complex hosted the election count. Working with social prescribers, a new pathway to leisure activity to help improve community health is being developed. Everyone Health won the bid to continue to commission the scheme and the current referral system is in the process of being transferred to a new software. Leisure facilities continue to work with everyone health on the delivery of the exercise referral scheme. Some staff are in the process of completing training for the

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		<p>Working with corporate and local businesses, create a "Workplace Wellbeing" pack and service offering, targeting corporate and local / high street businesses</p> <p>Following Mental Health First Aid Training, to embed processes within the service that will optimise the benefit to public and staff</p> <p>Periodically gain feedback on the impact existing and new services are having on the physical and mental wellbeing of the community and thereafter to improve the focus and impact of the service offer</p>	<p>November 2023</p> <p>July 2023</p> <p>March 2024</p>		<p>SSRO</p> <p>LFM</p> <p>OO</p>	<p>→</p> <p>→</p> <p>→</p>	<p>service to have more capacity to offer the scheme.</p> <p>The review will take place later this financial year.</p> <p>Leisure facilities plan for Mental Health First Aiders (MHFA) to be included within leisure staff notice boards, with information about MHFA. Leisure facilities will work corporately to ensure the planned benefits of this training are replicated in facilities.</p> <p>Leisure facilities first survey of the year is currently live and will provide an initial snapshot of our positive impact.</p>
Active Environments	<p>Continue to network and increase opportunities to improve health and wellbeing in alternative environments</p> <p>To explore digital technology in supporting service delivery</p>	To work with groups and organisations to improve participation opportunities delivered externally in alternative environments	October 2022	<p>To identify within the review process</p> <p>To identify within the review process</p>	LMT	→	<p>Leisure facilities plan to complete some outreach activity around health testing through the year. The calendar is yet to be scheduled, but will be aimed at the Council House, Businesses and areas identified as having the best impact.</p> <p>Mini Bikers is now a regular cycle scheme delivering courses at Coleshill Leisure Centre</p>

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		<p>To work with Community Development to promote active travel, increase opportunities and awareness of opportunities to walk, cycle and run</p> <p>To scope digital and technological opportunities that will enhance the service offering and reduce barriers to participation (cost, time, access, other)</p>	<p>November 2022</p> <p>March 2024</p>		<p>LMT</p> <p>LFM</p>	<p>→</p> <p>→</p>	<p>The Polesworth School remains a starting point for the Badgers running club once a week</p> <p>Leisure facilities, community development and planning previously met with the County Council to steer their plans around cycle, walk and run plans across Northern Warwickshire.</p> <p>With the support of the H&WWP, Leisure has purchased advanced health testing scales to introduce to the service.</p> <p>The team continues to explore the cost-benefit of a number of other technologies, including: CRM and member retention technology; reporting technology; sales management software and social value software</p>
Health and Fitness	Improve the quality of the health and fitness service across the facilities, focusing on re-engaging members, improving retention, increasing sales and providing a positive customer experience	Embed the 'Member Journey' for health and fitness customers across Leisure Facilities, including health testing scales and, if successful, blood testing.	August 2023	Provision made within the revenue budget Process	SSRO	→	<p>A detailed member journey was piloted at Polesworth and is being introduced at Coleshill, with a view to get Atherstone on board shortly after. The introduction of health testing scales has been factored into the journey.</p> <p>The additional option of blood test checks is something the</p>

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		Ensure the delivery of health and fitness marketing campaigns throughout the year to achieve sales targets	Ongoing until March 2024		SSRO / LFM	→	service aspires to deliver later this financial year pending successful funding applications. Leisure facilities has a campaign live now (from 23 May to 21 June). The offer of 'Join for a Coin' aims to attract new users to the facility to continue growth. Performance will be reported to the next Board meeting in August 2023.
		Deliver regular member engagements, incentives and service developments to optimise retention	Ongoing until March 2024		SSRO	→	Leisure Facilities continues to offer gym challenges; members of the month; deliver quarterly classes, launch events and offer engagement and awareness activities, including campaigns to increase the awareness of Drown prevention week and National Diabetes awareness week in June
		Review the group exercise programme to ensure occupancy levels are proactively managed	Ongoing until March 2024		SSRO	→	Group exercise classes are reviewed regularly. Currently performing very well across sites, changes are made quarterly to optimise performance and align with customer demand.
		Review the opportunity for funding and cost / benefit of reporting, CRM and sales management software	October 2023		SSRO	→	The review will take place later this financial year.

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
Health and Safety / Operations	To ensure appropriate levels of skilled staff are available to maintain service	Ensure staffing levels and development opportunities are appropriately managed throughout the year	Ongoing until March 2024	Divisional and Corporate Training Budget	OO	→	Recruitment and selection takes place through the year as required. Various staff are enrolled on first aid, exercise referral and gym courses as required.
	To ensure all staff are engaged and have a clear role in maintaining service	Ensure appraisals are completed and communication structures are maintained at all levels through the year	Ongoing until March 2024		OO	→	Training plans have been completed and submitted corporately Appraisals are up to date Regular one to ones and team meets continue to take place across sites and teams
	Ensure health and safety is maintained at all times within Leisure Facilities	Continue to review, update and improve facility health and safety. To feedback progress and outcomes of health and safety and building audits	Ongoing until March 2024	OO	→	Health and Safety review schedules are set across sites. The responsible team meets regularly to ensure health and safety tasks are completed through the year	
		Continue to monitor and audit health and safety knowledge and compliance. To feedback training updates and spot check results to the Board	Ongoing until March 2024	LFM	→	Audits are scheduled through the year to assess performance and identify improvements Spot checks have taken place through the year for various areas of health and safety to ensure procedures are adhered to	
		Introduce a 'staff recognition scheme' to recognise and reward high performance within teams	July 2023	SEAO	→	Recognition of great achievements have been acknowledged for April and	

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
							May, with the 'employee of the month' awarded a certificate. The team aim to shout more about our success and the achievements of individuals and teams through the year.
Marketing and Promotion	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	April 2023	Provision made within the revenue budget Process	SEAO	→	Planned marketing and promotional campaigns have been identified and delivered through the year, and updated through the SIP / Board reports
		To update the Board on campaigns and marketing activity throughout the year	Ongoing until March 2024		SEAO	→	The first campaign is currently live (Join for a Coin). Updates will be provided to the Board at its meeting in August 2023.
		Optimise web and App engagements (at or above that of 2022 / 23) and increase social media followers and engagements	Ongoing until March 2024		SEAO	→	Combined leisure web and App performance remains comparable with that of 2022/23
		Deliver internal and external leisure bulletins	May, August December, March		SEAO	→	A newsletter was shared in May 2023
		Re-brand and undertake appropriate marketing activity in preparation for the introduction of the LATCo (Brand Book, web, socials, literature, signage and more)	July 2023		SEAO	→	The leisure team have been developing a brand toolbox for a while in preparation for any changes.
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

Agenda Item No 8

Community and Environment Board

5 June 2023

Report of the Director of Leisure and Community Development

King's Coronation Celebratory Grants Scheme

1 Summary

- 1.1 This report updates Members on the successful delivery of the King's Coronation Celebratory Grants programme.

Recommendation to the Board

That the Board notes the successful delivery of the King's Coronation Celebratory Grants programme, as detailed in this report.

2 Consultation

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

3 Introduction

- 3.1 The Coronation of Charles III and his wife, Camilla, as King and Queen of the United Kingdom and the other Commonwealth realms, took place on 6 May 2023 at Westminster Abbey.
- 3.2 To assist community groups and individuals to come together and celebrate the Coronation, Councillors determined to offer two grant schemes, similar to those offered to celebrate the late Queen's Platinum Jubilee in June 2022. The first scheme offered grants of up to £500 to parish and town councils and constituted groups for community-based activities, such as fun days / carnivals, etc. The second scheme offered £100 grants to community groups or individuals proposing to organise very locally-based street parties. Funded activity had to take place during the Coronation weekend, from 6 to 8 May.
- 3.3 Funding for the Coronation Celebration Grants programme was made available through the UK Shared Prosperity Fund.

4 Allocation of Grants

- 4.1 Both grant schemes opened for applications on 23 February 2023, with a deadline of 23 March for the submission of funding requests. This deadline

was extended to 21 April for applications from a small number of Wards that had submitted relatively few and, in some cases, no bids for financial support.

4.2 A panel consisting of the Chairperson, Vice-Chairperson and the Opposition Spokesperson for the Board sat on two occasions to determine the award of funding. A total of 62 applications were approved, with a cumulative grant allocation of £14,200. Appendix A details the grants allocated in each Ward.

4.3 To ensure that the allocated funding was spent appropriately, recipients were required to submit a minimum of two photographs as proof that their supported activity had taken place. Recipients were also invited to use the hashtag #nwbccoronation to post celebratory images on social media.

5 **Report Implications**

5.1 **Finance and Value for Money Implications**

5.1.1 The King's Coronation Celebratory Grants schemes were funded through the UK Shared Prosperity Fund.

5.2 **Safer Communities Implications**

5.2.1 There is no direct safer communities implication arising directly from this report, although the activities supported through the grants schemes will have provided positive diversions from potential anti-social and / or nuisance 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 The activities funded through the King's Coronation Celebratory Grants programme will have helped to build sustainable, vibrant communities and contributed positively to people's mental and physical health and wellbeing.

5.5 **Human Resources Implications**

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

5.6 **Risk Management Implications**

5.6.1 There are no risk management implications arising directly from this report.

5.7 Equalities Implications

5.7.1 There are no adverse equalities implications arising directly from this report. It is not envisaged that any groups or individuals defined by the protected characteristics under the Equality Act will have been excluded from King's Coronation Celebratory Grants programme activities.

5.8 Links to Council's Priorities

5.8.1 The provision of King's Coronation Celebratory Grants in the manner identified in this report directly links to the corporate priorities in respect of:

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

5.8.2 The grants schemes will also have contributed to the attainment of the priorities of the Sustainable Community Strategy to:

- Develop healthier communities
- Improve access to services

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

Background Papers

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

Background Paper No.	Author	Nature of Background Paper	Date
1	Director of Leisure and Community Development	Report to Community and Environment Board (Queen's Platinum Jubilee Celebratory Grants Scheme)	July 2022

Approved Kings Coronation Grants

The grant scheme opened on Thursday 23 February 2023 and closed on Thursday 23 March 2023. The panel held their decision meeting on Wednesday 29 March 2023.

As some wards had not submitted any applications, the grant scheme deadline was extended for specific wards until Friday 21 April 2023, during which time 12 more applications were received.

In total, £14,200 of grant funding was allocated to 62 projects.

Approved Grants

Arley and Whitacre

	Name	Funding approved
Parish Council	Over Whitacre Parish Council Liz Chandler The Village Hall, B46 2EH	£500
	Ansley Parish Council Kevin Hayes Ansley Village, CV10 9PL	£500
Constituted Group		
Community Group		
Individual	Hood Lane Farm David Kearns Ansley Lane, Nuneaton, CV10 9DN	£100
	Ken Jackson Ansley Hall, CV10 0QG	£100

Total funding: **£1200**

Atherstone Central

	Name	Funding approved
Parish Council		
Constituted Group	Atherstone Conservative Club Robert Ebblewhite Atherstone, CV9 1AD	£500
	Leading Players Dawn Teagles OSCA Centre, Atherstone, CV9 1DG	£500
	White Hart Group Susan Taylor Long Street, Atherstone, CV9 1AX	£500
Community Group	Louise Brotherhood Stratford Avenue, Atherstone, CV9 2AW	£100
Individual		

Total funding: **£1600**

Atherstone North

	Name	Funding approved
Parish Council		
Constituted Group	Atherstone GFS Sharon Holland Sheepy Road, Atherstone, CV9 1EX	£500
Community Group	Bracebridge Court Donna Bartlam Bracebridge Court, Atherstone, CV9 3AL	£100
	The Tots Clubhouse Abigail Grant-Williams Sheepy Road, Atherstone, CV9 3AH	£100
Individual	Susan Smith 6 Repington Avenue, Atherstone, CV9 3AW	£100
	Timothy Deeming 25 Holte Road, Atherstone, CV9 1HN	£100
	Stacey Wightman River Drive, Atherstone, CV9 3SR	£100

Total funding: **£1000**

Atherstone South & Mancetter

	Name	Funding approved
Parish Council		
Constituted Group		
Community Group	Mancetter Walking Group Mancetter Church, CV9 1NJ	£100
Individual	Pat Wileman 8 Bath Road, Atherstone, CV9 1EQ	£100
	Kelly Kettell Ivor Road, Atherstone, CV9 1NZ	£100
	M Telford 28 Victoria Road, Mancetter, CV9 1QP	£100
	Sheila Richards Regal Court, Atherstone, CV9 1RP	£100
	Kathryn Marshall Daniel Road, Mancetter, CV9 1PA	£100
	Sarah Grimes Ramsden Road, Mancetter, CV9 1PB	£100

Total funding: **£700**

Baddesley & Grendon

	Name	Funding approved
Parish Council		
Constituted Group		
Community Group	Elaine Stirling Willows Lane, Grendon, CV9 2QG	£100
Individual	Pete and Amy Richards Spon Lane, Grendon, CV9 2PD	£100

Total funding: **£200**

Coleshill North

	Name	Funding approved
Parish Council		
Constituted Group		
Community Group	Bateman Road Community Group Denise Pearson Bateman Road, Coleshill, B46 1EU	£100
Individual	Alan Beckett Centurion Close, Coleshill, B46 1UB	£100

Total funding: **£200**

Coleshill South

	Name	Funding approved
Parish Council	Coleshill Town Council The Mayor The Green, Coleshill, B46 1UB	£500
Constituted Group	Coleshill Carnival Committee Michael Ford-Terry Coleshill Town Hall, B46 3BG	£500
Community Group	Coleshill Tennis and Sports Club Julie Carolan Maxstoke Lane, Coleshill, B46 3DG	£100
Individual		

Total funding: **£1100**

Curdworth

	Name	Funding approved
Parish Council	Lea Marston Parish Council David Reilly Lea Martson	£500
Constituted Group	Curdworth Events Committee Peter Smith King George V Playing Field, B76 9DS	£500
Community Group		
Individual		

Total funding: **£1000**

Dordon

	Name	Funding approved
Parish Council		
Constituted Group		
Community Group		
Individual		

Total funding: **£0**

Fillongley

	Name	Funding approved
Parish Council	Shustoke Parish Council Lisa Dupree Shustoke Recreation Ground, B46 2BJ	£500
	Maxstoke Parish Council Pauline Hoskin Maxstoke Village Hall, B46 2QN	£500
	Fillongley Parish Council Heather Badham Fillongley Recreation Ground, CV7 8EW	£500
Constituted Group		
Community Group	Corley Bowling Club Graham Spencer Church Lane, Corley, CV7 8AZ	£100
	Corley Village Hall Association Elizabeth Bradford Corley Village Hall, CV7 8AZ	£100
Individual	Jane Groves Kingswood Avenue, Corley, CV9 8BU	£100

Total funding: **£1800**

Hartshill

	Name	Funding approved
Parish Council		
Constituted Group		
Community Group	Drayton Court Percy Rooke The Green, Hartshill, CV10 0SL	£100
Individual	Therese Miller Charnwood Drive Green, CV10 0UE	£100
	Pamela Islip The Green, Cherryfield Close, CV10 0UJ	£100
	Siska Donovan Rowan Way, Hartshill, CV10 0XE	£100

Total funding: **£400**

Hurley & Wood End

	Name	Funding approved
Parish Council	Kingsbury Parish Council Elizabeth Phillips The Woodlands Community Centre, Wood End, Cv9 2PT	£500
Constituted Group	Wood End Village Hall Alexandra Phillips Wood End Village Hall, CV9 2QQ	£500
	Piccadilly Community Association Jean Thomas Piccadilly Community Centre, B78 2PD	£500
Community Group		
Individual	Emma Holland The Holly Bush, Hurley, CV9 2HX	£100
	Vicky Bryan Wakefield Close, Hurley, CV9 2JH	£100

Total funding: **£1700**

Kingsbury

	Name	Funding approved
Parish Council		
Constituted Group	1 st Kingsbury Guides and Rangers Sallyann Blackett 27 Fircroft, Kingsbury, B78 2JU	£500
Community Group	Kingsbury Methodist Church Jackie Padgett Tamworth, B78 2NH	£100
	Amelia's LEG-ends Michelle Eldred Kingsbury Village Theatre	£100
Individual	Stella O'Neill & Nicola Millward Ash Grove, Kingsbury, B78 2JW	£100
	Lorraine Jenkins Redwood Drive, Kingsbury, B78 2PP	£100
	Wright Close Street Party Mary Wright Wright Close, Kingsbury, B78 2NS	£100

Total funding: **£1000**

Newton Regis & Warton

	Name	Funding approved
Parish Council	Austrey Parish Council c/o Lynsdey Treadwell (Helen left) Main Road, Austrey, CV9 3EH	£500
Constituted Group		
Community Group	Sue Mottram 10 Hatter Close, B79 0FG	£100
	Andria Page Newton Regis Village Hall, B79 0NL	£100
Individual	Anne Bufton-McCoy Seckington Village Green, B79 0LD	£100

Total funding: **£800**

Polesworth East

	Name	Funding approved
Parish Council		
Constituted Group	Polesworth Carnival Sue Groucott Abbey Park, Polesworth, B78 1HB	£500
	Polesworth Donkey Sanctuary Amy Bridgewater Kisses Barn Lane, B79 0JS	£500
Community Group	Paddocks Close Community Association Ann Abraham Paddocks Close, Polesworth, B78 1HZ	£100
Individual		

Total funding: **£1100**

Polesworth West

	Name	Funding approved
Parish Council		
Constituted Group		
Community Group		
Individual		

Total funding: **£0**

Water Orton

	Name	Funding approved
Parish Council		
Constituted Group		
Community Group	Water Orton Library and Community Centre Jill Turner Water Orton, B46 1SN	£100
	Women Alive Ladies Group Joy Newman St Peter & Pauls Church, B46 1QT	£100
	Old Saltleians Rugby Football Club Michael Lee Coleshill Road, Water Orton, B48 1SH	£100
Individual	Michelle Mahon Woodlands Avenue, Water Orton	£100

Total funding: **£400**

Total amount **£14,200**