

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

**(Councillors Bell, Chambers, Gosling,  
M Humphreys, Jenns, Jordan, McLauchlan,  
Parker, H Phillips, Rose, L Smith, S Smith, Singh  
and A Wright)**

**For the information of other Members of the Council**

For general enquiries please contact Democratic Services, on 01827 719221/719237 or via e-mail [democraticservices@northwarks.gov.uk](mailto: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**

**25 July 2022**

The Community and Environment Board will meet in The Chamber, The Council House, South Street, Atherstone on Monday 25 Jul 2022 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](mailto: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 may 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 16 May 2022** – copies herewith, to be approved and signed by the Chairman.

### **PUBLIC BUSINESS (WHITE PAPERS)**

- 6 **Corporate Services: Increase of Charges for Street Naming and Numbering** – Report of the Chief Executive

#### **Summary**

This report proposes the increase of charges for applications for the Street Naming and Numbering service provided by the Council.

The Contact Officer for this report is Trudi Barnsley (719388).

- 7 **Leisure Facilities: Local Authority Trading Company** – Report of the Director of Leisure and Community Development

### **Summary**

Further to the related report received at its last meeting, held in May 2022, the Board is asked to consider the adoption of a vision and accompanying sets of values and strategic objectives for the Leisure Facilities Local Authority Trading Company.

The Contact Officer for this report is Simon Powell (719352).

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

### **Summary**

Appended to this report, for Members' consideration, is a copy of the approved 2022/23 Service Improvement Plan (SIP), detailing activity through to the end of April 2022, through which the Board has agreed to monitor the operational performance of the leisure facilities at each of its meetings.

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

- 9 **Re-opening the High Street Safely/ Welcome Back Fund** – Report of the Director of Leisure and Community Development.

### **Summary**

This report provides Members with an overview of the local implementation of the Re-opening the High Street Safely / Welcome Back Fund programme. It includes details of the work that was undertaken to support businesses during the Coronavirus pandemic and the activity that was delivered to encourage residents and visitors back to the "high street".

The Contact Officer for this report is Rachel Stephens (719301).

- 10 **Queen's Platinum Jubilee Celebratory Grants Scheme** – Report of the Director of Leisure and Community Development.

### **Summary**

This report updates Members on the successful delivery of the Queen's Platinum Jubilee Celebratory Grants programme.

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

- 11 **Hedgehog Friendly Strimming** – Report of the Corporate Director – Streetscape.

**Summary**

This report updates Members on the measures which the Grounds Maintenance teams have been taking to reduce the impact of their activities on the local hedgehog population

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

- 12 **Budgetary Control Report 2022/23 Period Ended 30 June 2022** – Report of the Corporate Director – Resources.

**Summary**

This report covers revenue expenditure and income for the period from 1 April 2022 to 30 June 2022. The 2022/23 budget and the actual position for the period, compared with the estimate at that date, are given, together with an estimate of the out-turn position for services reporting to this Board.

The Contact Officer for this report is Nigel Lane (719371)

- 13 **Minutes of the meeting of the Health and Wellbeing Working Party** held on 12 May 2022 and 5 July 2022 – copies herewith

STEVE MAXEY  
Chief Executive

# NORTH WARWICKSHIRE BOROUGH COUNCIL

## MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

16 May 2022

Present: Councillor Bell in the Chair.

Councillors Gosling, M Humphreys, Jordan, McLauchlan, Parker, H Phillips, Rose, Singh, S Smith, Symonds and A Wright.

Apologies for absence were received from Councillors Chambers, Jenns (Substitute Councillor Symonds) and L Smith.

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

None were declared at the meeting.

### 2 **Minutes of the Meeting of the Board held on 14 March 2022**

The minutes of the meeting held on 14 March 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

### 3 **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 April 2022, through which the Board had agreed to monitor the operational performance of the leisure facilities at each of its meetings.

#### **Resolved:**

**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 noted.**

### 4 **Leisure Facilities: Local Authority Trading Company**

Further to the decision to establish a wholly owned Leisure Facilities Local Authority Trading Company, the Director of Leisure and Community Development asked the Board to consider and comment upon a vision and an accompanying set of values for the new company.

#### **Resolved:**

- a The Board noted the vision and the accompanying set of values for the Leisure Facilities Local Authority Trading Company; and**

- b That a group consisting of the Chairman, Vice-Chairman and Opposition Spokesperson, together with relevant Officers, meet to further consider the vision and accompanying set of values and that a further report be brought back to the next meeting of the Board.**

## **5 Ansley Workshops Sports Ground**

Within the context provided by the North Warwickshire Playing Pitch Strategy (2018 to 2031), the Director of Leisure and Community Development informed Members of activity currently being undertaken at Ansley Workshops Sports Ground and presented a related request from Haunchwood Sports Junior Football Club for the Board's consideration.

### **Resolved:**

- a That the request from Haunchwood Sports Junior Football Club to locate its teams to Ansley Workshops Sports Ground be approved; and**
- b That the proposal to prepare a Service Level Agreement with Haunchwood Sports Junior Football Club, to enable it to apply for and secure external investment in the site, be approved, subject to the content of the Service Level Agreement being agreed by the Chairman, Vice-Chairman and Opposition Spokesperson for the Board, prior to it being signed by both parties.**

## **6 Climate Change Action Plan**

The Corporate Director of Streetscape presented Members with the first draft of the Climate Change Action Plan and sought comments and authority to consult the public and other stakeholders on its content ahead of a final revised version being brought back to the Board for adoption in July 2022.

### **Resolved:**

- a That the draft Action Plan be published for a six-week consultation period; and**
- b That the Member Climate Change Group considers the responses to the public consultation, amends the Action plan accordingly and a final version be brought back to the Board for approval and adoption.**

Margaret Bell  
Chairman

## Agenda Item No 6

### Community and Environment Board

25 July 2022

#### Report of the Chief Executive

#### Increase of Charges for Street Naming and Numbering

#### 1 Summary

- 1.1 This report proposes the increase of charges for applications for the Street Naming and Numbering service provided by the Council.

#### Recommendation to the Board

**That members approve the increase of charges for the Street Naming and Numbering service in accordance with the charges in 5.1.2.**

#### 2 Introduction

- 2.1 The Council is the only organisation with statutory responsibilities in relation to the naming and numbering of streets and properties within the Borough. This includes a duty to number the houses and buildings in any street.
- 2.2 There is a statutory responsibility to process requests for naming and numbering of new streets and commercial and residential properties. We also process requests for re-naming, re-numbering, adding of house names and confirmation of addresses.

#### 3 Background

- 3.1 The authority introduced charging for the Street Naming and Numbering service in 2010 and has only increased the charges annually by inflation.
- 3.2 Staff within Corporate Services Division spend a considerable amount of time on street naming and numbering activities.
- 3.3 The process involves consultation including with developers, with local Councillors, and then with Royal Mail to obtain post codes; some internal colleagues and external bodies are also notified.
- 3.4 The Council is not responsible for the following:
- Postcode allocation: is the responsibility of the Royal Mail.
  - New/altered addresses being unavailable on databases used by other organisations: various organisations refresh their address sets at different

times and from different sources, and address changes can take some time to appear in their systems.

## 4 Review

- 4.1 The Transformation team worked with officers (who carry out the Street Naming and Numbering process). As part of that review, we mapped, streamlined, and standardised the process (we currently have different charges for residential and commercial premises however, the time taken to carry out the work is the same).
- 4.2 In the near future, applicants will be able to apply and pay for the service online and better information will be available on our website about the service and how to apply.
- 4.3 If members approve the new charges they would be implemented on 1 August 2022.

## 5 Report Implications

### 5.1 Finance and Value for Money Implications

5.1.1 Below is our current scale of charges:

Current Street Naming and Numbering application type	Current Fee
New Development (up to 10 plots) including single conversions	£135.00
New Development (additional per plot above 10 plots)	£15.00
Amend a development layout after confirmation (per plot)	£35.00
Naming of a New Street	£135.00
Rename/Renumber a PAF registered property	£66.00
Building Conversions (where more than one - per plot/unit)	£66.00
Adding a name to a numbered property	£66.00
Correcting an address anomaly	£35.00
Registering a Commercial property address business name	£35.00
Confirmation letter to solicitors/others	£29.00
Rename a Street	Price upon request



5.1.2 Below is the suggested simplified scale of charges for both residential and commercial:

Street Naming and Numbering application type	Proposed fee	
New development	£135 application fee + £35 per property	
Amend a development layout after confirmation (per plot)	£	35.00
Naming of a new street	£	175.00
Rename/Renumber a PAF registered property (including adding a name)	£	75.00
Correcting an address anomaly	£	35.00
Confirmation letter to solicitors/others	£	29.00

We have benchmarked against numerous Councils, and we are charging a lot less than others. We have standardised our fees whether it is a commercial or residential property and removed the price upon application from our publications for application for renaming a street as we haven't carried out this process in a least 16 years.

5.1.3 The table below shows our income based on 21/22, with the annual inflation based on 21/22 applications and with the proposed new fees.

Income	Amount	
<b>Income based on 2021/22 income</b>	£	7,946
<b>Income based on 21/22 income plus annual inflation increase</b>	£	8,137
<b>Income based on 21/22 with increased charges</b>	£	13,390

It is impossible to predict what the income will be moving forward as it is dependent on how many applications we receive. However, based on the income for 2021/22 the proposed fees would have generated an additional income of £5,253.

5.1.4 The increase in income is predominately whereby a developer applies for Street Naming and Numbering for a large development.

## 6.1 Safer Communities Implications

6.1.1 Failure to carry out street naming and numbering service would be very problematic to the emergency services (for example, they wouldn't be aware that a new building exists).

## 7.1 Legal and Human Rights Implications

7.1.1 The Council has a legal duty to undertake certain functions, specifically numbering the houses and buildings in any street and marking the names of streets conspicuously.

7.1.2 Where the Council has a duty to carry out a function it may not charge for doing so unless an express power to do so is given in legislation. Where the Council has a power to do something but not a duty, it may charge for the exercise of that function, provided that the person who requests them to do so agrees to pay. Accordingly, the Council may not impose a charge for those functions set out at paragraph 7.1.1 but may charge for any other functions covered by this report.

7.1.3 In respect of those functions which it can charge for, the Council may only charge a sum which covers the cost of providing the service; it may not make a profit. When setting that charge, the Council should also have regard to the likely impact on those likely to be affected by the charge.

## 8.1. Links to Council's Priorities

8.1.1 The work that the Transformation Team undertake contributes towards the Council's new Corporate Plan 2021/22 in progressing to become a more efficient organisation. This will be supported by having a robust transformation programme to ensure our services and processes are as lean as possible, consider new models of working and providing services, and develop our staff in the new skills needed, whilst being supported by IT.

8.1.2 The implementation of these increased charges will contribute to help the Council maintain a balanced budget.

The Contact Officer for this report is Trudi Barnsley (719388).

## Background Papers

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

Background Paper No	Author	Nature of Background Paper	Date

## **Agenda Item No 7**

### **Community and Environment Board**

**25 July 2022**

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

#### **Leisure Facilities: Local Authority Trading Company**

### **1 Summary**

- 1.1 Further to the related report received at its last meeting, held in May 2022, the Board is asked to consider the adoption of a vision and accompanying sets of values and strategic objectives for the Leisure Facilities Local Authority Trading Company.

#### **Recommendation to the Board**

**That the Board adopts the vision and accompanying sets of values and strategic objectives for the Leisure Facilities Local Authority Trading Company, as identified in the Appendix attached to the report.**

### **2 Consultation**

- 2.1 As the Authority's leisure facilities are of Borough-wide significance this report has been circulated to all Councillors for their consideration. Any comments received will be reported at the meeting.

### **3 Introduction**

- 3.1 At its last meeting, held in May 2022, the Board acknowledged that the adoption of a shared vision would help to build mutual trust between the Authority and the proposed Leisure Facilities Local Authority Trading Company (LATCo), as well as support the process for strategic planning between the two organisations. Further, it was noted that a shared vision would help both organisations to understand the broad outcomes that they wanted to deliver through the Leisure Facilities service and ensure that the LATCo supported the Borough Council in the delivery of its Corporate Plan priorities. In recognising the work undertaken by the Leisure Facilities Manager and his facilities-based colleagues in drafting a proposed vision, the Board resolved that a group consisting of the Chairman, Vice-Chairman and Opposition Spokesperson, together with relevant Officers, meet to further consider and establish a vision and an accompanying set of values for the LATCo.

3.2 The group, which was supported by the Leisure Facilities Manager and the Operations Officers from the Borough Council's facilities in Coleshill and Polesworth, met on 21 June 2022. The group gave detailed consideration to the establishment of a shared (between the Authority and the LATCo) mission, vision and sets of values, aims and strategic objectives for the Leisure Facilities service. The outcome of this process is detailed for the Board's consideration in Appendix A to this report.

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3.3 Subject to Board approval, the vision, values and strategic objectives will be used to help frame the content of the Specification, which will detail the scope of the Leisure Facilities service and the manner in which the Borough Council determines that the LATCo will provide that service.

## **4 Report Implications**

### **4.1 Finance and Value for Money Implications**

4.1.1 There are no financial implications arising directly from this report.

### **4.2 Safer Communities Implications**

4.2.1 Leisure facilities contribute to community safety through the provision of well-managed indoor and outdoor leisure and recreation services that are safe by design and afford opportunities for positive activity.

### **4.3 Legal, Data Protection and Human Rights Implications**

4.3.1 The Council has broad legal powers to provide leisure facilities for the benefit of the public and, as previously reported, may do so through various means, including establishing a trading company. Determining a shared vision for the Authority and the company will allow the Council to ensure that the structure of the company and the contractual relationship with it contain appropriate legal mechanisms to deliver the services to the required standard and for the Council to maintain sufficient control to ensure that it does so. Appropriate legal advice will be given throughout the process to ensure that this is achieved.

### **4.4 Environment, Climate Change and Health Implications**

4.4.1 The provision of a sustainable, fit-for-purpose portfolio of well managed leisure facilities has 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.

### **4.5 Human Resources Implications**

4.5.1 There is no human resources implication arising directly out of this report, although the values and strategic objectives reflect the important contribution that Leisure Facilities staff will make to the delivery of a service that reflects the vision proposed to be shared by the Borough Council and the LATCo.

#### 4.6 Risk Management Implications

4.6.1 The corporate risk management process identifies and scores risks associated with the provision, management and maintenance of leisure facilities. The process through which a LATCo will be established and the services transferred thereto will require the detailed assessment of risk at a number of key stages in order to ensure the maintenance of the best interests of both the Borough Council and the new company.

#### 4.7 Equality Implications

4.7.1 It is intended that Local Authority Trading Company management and operation of the Authority's Leisure Facilities service will ensure continued equality of access to sustainable, good quality leisure opportunities. The identified vision and values, however, include a commitment to the provision of an accessible and inclusive service for the local community.

#### 4.8 Links to Council's Priorities

4.8.1 The Borough Council's decision to establish a wholly owned LATCo has direct and positive links to the corporate priorities in respect of:

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

4.8.2 It is also intended that management of the Borough Council's Leisure Facilities service through a LATCo will contribute directly to the priorities of the Sustainable Community Strategy, namely:

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

The Contact Officer for this report is Simon Powell (719352).

#### 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	Leisure Facilities: Local Authority Trading Company	May 2022

## LATCo Mission, Vision, Values, Aims and Strategic Objectives

### Mission and Vision

**Mission:** To provide great value, sustainable and inclusive leisure services that promote choice and encourage all residents of, and visitors to, North Warwickshire to become more active, more often

**Vision:** To inspire the residents of, and visitors to, North Warwickshire to become more physically active and enjoy living healthier and happier lives

### Values

**Customer Focused:** We will deliver an excellent customer experience and put the customer at the heart of everything we do

**Positivity and Innovation:** With a positive, “can-do” attitude, we will embrace learning, change and use innovative thinking to constantly improve the customer experience

**Interactive and Fun:** Through our interactive approach with customers, communities and staff, we will ensure enjoyable and engaging service experiences

**Integrity:** We will be honest, respectful, inclusive and accountable in all that we do

**Recognition:** We will recognise and reward the great achievements of our customers and staff

**Collaborative:** We constantly seek to empower our workforce and engage in constructive partnerships to grow our business and increase the range of services we offer to our customers and communities

**Sustainability:** Working with our commissioners, staff, suppliers, customers and local communities, we will reduce energy consumption and minimise our environmental impact

### Aims

To deliver sustainable, accessible and high-quality leisure services for all residents of, and visitors to, North Warwickshire, both within facilities and in active environments

To provide positive leisure experiences for all people residing in and visiting North Warwickshire

In listening to our customers and communities, to continuously develop and improve the quality and choice of services we offer

Working with key partners, to increase opportunities to improve the physical, social and mental health and wellbeing of our community

Use the Borough Council's Climate Change Action Plan, to improve the Leisure Facilities' carbon footprint and ensure a cleaner environment for future generations

As a commercial entity, the company will be economic, optimise business opportunities and ensure sound financial management

### **Strategic Objectives**

To provide residents with great value leisure service provision and choices that meet and, where possible, exceed the needs and expectations of customers and the community

To provide a service that will adapt to the changing needs of the community and the wider social, economic, local, national and global environment

To ensure the company remains responsive to the Borough Council and its communities through regular engagement and collaborative work

To provide positive leisure experiences for children and young people and pathways to enable them to be active through life

To increase opportunities for ageing populations to be physically, mentally and socially active as they grow older

To find ways to promote an inclusive and accessible leisure environment

To provide services that enable people to effectively improve their physical, social and mental health and wellbeing and enable people to better manage their health

To develop opportunities for our communities to participate in a wide range of active environments

To ensure that the facilities are maintained to an optimal standard, including through the management of health and safety and staff knowledge and training

To ensure that services operate commercially, are well marketed and financially viable

## Agenda Item No 8

### Community and Environment Board

25 July 2022

#### 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 2022/23 Service Improvement Plan (SIP), detailing activity through to the end of June 2022, through which the Board has agreed to monitor the operational performance of the leisure facilities at each of its meetings.

#### **Recommendation to the Board**

**That the Board notes and comments upon the progress made against the requirements identified in the approved 2022/23 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 2022, the Board approved a 2022/23 Leisure Facilities Service Improvement Plan (SIP), which will guide activity through until the end of March 2023. A copy of the adopted Plan, which details the key actions, work programmes and improvements to be achieved by next 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 June 2022. Members are invited to comment on that progress. Any significant changes and/or progress made in early July 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 facilities.
- 4.3 A brief summary of performance is presented below:
- Whilst gymnastics numbers remain positive at Coleshill and Polesworth, swimming lessons have continued to grow at Atherstone Leisure Complex, where performance is now 10% higher than that recorded in June 2019
  - Accounting for seasonality factors, booking levels remain positive at both The Queen Elizabeth Academy, Atherstone, and at The Polesworth School
  - Health and fitness membership levels remain at around 71% of the pre-pandemic performance levels achieved in 2019. Evidence drawn from a limited benchmarking exercise suggests that the local performance is similar to, if not slightly better than, that of a number of similar rural facilities. This is an activity area in which focused improvement is required. Officers will endeavour to source a more definitive picture of national performance and update the Board accordingly at its meeting
- 4.4 A “Shape Up for Summer” health and fitness campaign is taking place throughout July across the three sites, with the aim of attracting more people to join the facilities. Alongside the campaign, a number of member engagement activities have been promoted, including challenges and group exercise initiatives, as well as health campaign messages (including Diabetes Awareness Week, World Meditation Day and National Osteoporosis Month) in order to encourage more people to become and stay active.
- 4.5 In May, holiday activities were delivered across the three sites. Although the two-day Queen’s Platinum Jubilee Bank Holiday resulted in a slightly reduced programme, activities included a Jubilee Pool Party; roller disco; multi-sports and soft play sessions. The leisure facilities recorded almost 300 attendances over the three days of activity and positive feedback was received in respect of the programme and its cost for participants.
- 4.6 As the Board is aware, it had been planned for the service at The Polesworth School to be closed for seven weeks over the summer holiday period. Unfortunately, due to changes in The School’s on-site building works schedule, its sports hall has had to be shut to the public for 13 weeks, from 13 June until 12 September 2022. Although not ideal in terms of continuity of service, this is expected to be the last of the planned service interruptions at The School. Additionally, following the current set of works, there may be an opportunity to make public use of a new dance studio and multi-use games

area. These potential additions to the service programme are currently being discussed with The School as part of a short-term hire arrangement, which will be agreed only if it is of benefit both to the service programme and the Borough Council's revenue budget.

- 4.7 Throughout the closure, Polesworth's Gymnastics Coaches have been sending pre-recorded challenges and activities to their gymnasts, who have, in turn, sent videos and pictures back to the Coaches for comment and assessment. This very personal engagement has been well received by the gymnasts and their parents / guardians.
- 4.8 Leisure Facilities staff have continued to try to engage the local community in creative ways, a number of examples of which are identified below:
- Coleshill Leisure Centre, in conjunction with Atherstone Boxing Club, hosted a boxing event in May. The promotion, the first of its kind at Coleshill, was very well attended and it is hoped that similar events will be promoted at the venue in future
  - In June, Coleshill Leisure Centre was the venue for rehearsals for the Birmingham Tattoo, an international marching band competition. Approximately 250 people attended the event and the organisers officially thanked the staff for their support in accommodating the event
  - Coleshill Leisure Centre will also be hosting a group that delivers "Mini Bikers" learn to ride courses throughout the summer. This is another exciting new development, which, if successful, could lead to the promotion of further courses later in the year
  - In conjunction with the White Hart Community Group, Atherstone Memorial Hall will host a Community Café on 27 July, at which activities and refreshments will be provided to help alleviate loneliness and support those people with dementia
  - Polesworth Fitness Hub has linked with two SEND community groups to provide supported weekly access to the gym facility
- 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 October 2022. 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 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 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

<b>Background Paper No</b>	<b>Author</b>	<b>Nature of Background Paper</b>	<b>Date</b>
1	Director of Leisure and Community Development	Report to Community and Environment Board (Leisure Facilities: Service Improvement Plan)	May 2022

# North Warwickshire Leisure Facilities

## Service Improvement Plan - April 2022 to March 2023

**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: 05 July 2022**

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
<b>Recover and Reinvent</b> 'Optimising the return to an active lifestyle',  'Continue to re-invent to be relevant to the evolving community needs.'	To be pro-active in encouraging more people to return to; or take on a more active lifestyle	Respond to the latest Government guidelines to maintain a safe environment for all  To: <ul style="list-style-type: none"> <li>Complete a 'health and wellbeing' review of programmes with the aim to improve inclusivity and remove barriers to participation</li> </ul>	April 2022 and ongoing	To identify within the review process	OO	↑	Facilities are adhering to latest guidance, ensuring a safe environment for staff and public
	To continue to understand what communities want / need and be re-active to adapt current or invent new services; and work collaboratively to encourage a 'leadership community' to do the same	<ul style="list-style-type: none"> <li>Work with external professionals to understand the service through a 'poverty proofing' lens</li> </ul>	Updated programme June 22, then ongoing till March 2023		LFM/SAEO	↑	A first draft Equality, Diversity and Inclusion (EDI) Policy and action plan has been prepared and circulated to leisure staff for feedback proper to being finalised
		Adapt to deliver services differently or to create new services in their place with the goal to keep the community engaged, more active and living healthier, happier lives	October 2022 (was June 2022 originally)		LMT	→	Poverty proofing presentations were completed at the H&WWP with a view to identifying learning and actions across the Council and other North Warwickshire stakeholders. Scoping and consultation continues with public and staff. It is hoped to complete the action plan by October 2022
	Review pricing and packages	To review fees, charges and packages to ensure affordable services in alignment with the local and wider market	March 2023		SAEO / SSRO	→	Projects are at different stages of development. Examples will be highlighted through the report
	Explore the opportunity of optimising use of space across facilities	Review the opportunities to optimise the use of space in facilities to increase services, attendance and improve financial performance	January 2023		LMT	→	This review will take place later in the year
			March 2023	LFM/SSRO/SEAO	→	The new space available in the Memorial Hall has been created. The Coleshill viewing gallery project has been delayed due to building regulation approval delays	

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	Become 'greener' and improve the facilities carbon footprint within the context provided by the corporate Climate Change Action Plan	Within the context provided by the corporate Climate Change Action Plan, consider climate change in the operation of service and plan to do things differently and to be "greener"	March 2023		LMT	→	Leisure facilities have fed into the corporate 'Climate Change' action plan; are looking to source new pool covers for energy saving (water, heat, chemicals) and reviewing recycling processes to understand any opportunities to improve
<b>Connecting with Communities</b>  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	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 2023	Provision made within the revenue budget	OO	→	Surveys have gone out to customers and staff recently as part of the Poverty Proofing process, the feedback from which will be provided in the recommendations of the report later this year
	Focus on delivering services more tailored to the wants and needs of the community	Explore Net Promoter Score (NPS) as a feasible measure of performance  Collaborate with Community Development, Public Health, community groups and other appropriate partners on the development and delivery of services, events and community projects. Engagement with new groups may further enhance the annual plan, which outlines the delivery timescales	Revised to March 2023 Ongoing until March 2023	Identify within the review  Provision made within the revenue budget process	OO  SAEO / SSRO	→  →	This review is due to take place later in the year  Leisure facilities continues to meet and maintain existing and build new relationships with communities and groups e.g: <ul style="list-style-type: none"> <li>• Mini Bikers learn to ride scheme at Coleshill</li> <li>• Coleshill hosted an Atherstone Boxing Club event in May</li> <li>• Coleshill hosted rehearsals for 250 participants preparing for the Birmingham International Tattoo</li> <li>• Polesworth Fitness Hub has engaged two SEND</li> </ul>

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		Optimise service delivery within / by communities, through securing external support for activity programmes. To update the Board at each meeting	Ongoing until March 2023		SAEO / SSRO	→	<p>groups to use the facility each week</p> <ul style="list-style-type: none"> <li>A Community Café event will be hosted at Atherstone Memorial Hall in July, aiming to reduce social isolation and support people with dementia</li> </ul> <p>Leisure facilities hope to secure funding for three projects currently, which are still in discussion with funding partners:</p> <ul style="list-style-type: none"> <li>A free swimming initiative</li> <li>A social prescribing buddy scheme</li> <li>To support the introduction of new health testing equipment for both on site and outreach use</li> </ul>
<b>Positive Experiences for the community, with a particular focus on:</b>  - <b>Children and Young People</b>	Optimise opportunities for the community, with a particular focus on services for children and young people to be more physically active	<b>Holiday Activities</b> Continue to offer holiday activities through the year (and where possible increase the quality and diversity of the programme). To achieve levels at or above that in 2021/22	February 2023	Provision made within the revenue budget Process	SAEO	→	Although the two-day Queen's Platinum Jubilee Bank Holiday resulted in a slightly reduced programme, activities including a Jubilee Pool Party; roller disco; multi-sports and more, saw almost 300 attendances over the three days of activity
		<b>Parties</b> - Optimise party sales to achieve levels at or above that in 2019/20	March 2023		SAEO	→	Parties are performing well at Coleshill and a positive start has been made in respect of the increased provision in



Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
<ul style="list-style-type: none"> <li>- Active Ageing</li> <li>- Disabled, Disadvantaged and Special Educational Needs (SEND)</li> </ul>		<ul style="list-style-type: none"> <li>- To complete a party review and shape a plan to consider how to improve the quality, choice, packages on offer and timelines for achieving this</li> </ul>	October 2023	Provision made within the revenue budget process	SAEO	→	Atherstone. More promotion of parties in Atherstone is planned in order to achieve targets set. Performance will continue to be monitored through the year and action taken to optimise outputs
		<p style="text-align: center;"><b>Schools</b></p> <ul style="list-style-type: none"> <li>- Maintain or improve the performance of the school swimming service</li> </ul>	March 2023		SAEO / OO	→	School Swim is performing very well to date. A more detailed service review is due to take place between July and September to engage schools and enhance service further
		<ul style="list-style-type: none"> <li>- 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</li> </ul>	February 2023		SAEO	→	Networking has taken place with TQEA, The Polesworth School, Coleshill School and Woodlands School to consult or discuss various project opportunities to improve the offering to students and communities
		<ul style="list-style-type: none"> <li>- Re-introduce work experience schemes and explore opportunities around the development of training and volunteer experiences that may lead to employment</li> </ul>	July 2022		OO	↑	Work experience is available at the facilities in Atherstone and Coleshill
		<p style="text-align: center;"><b>Sports and Coaching</b></p> <ul style="list-style-type: none"> <li>- Optimise the number of junior coached and activity sessions hosted within the facilities,</li> </ul>	March 2023		LMT	→	The leisure facilities have hosted or delivered new

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		<p>both through increasing the in-house offering, and recruiting new groups (restore previous and create new opportunities). To report progress to the Board: comparing occupancy / attendances versus 2019 and informing of changes</p> <p style="text-align: center;"><b>Swimming</b></p> <ul style="list-style-type: none"> <li>- Continue to enhance the number of swimmers on the Learn to Swim scheme versus 2019 / 20</li> <li>- Review the pool timetable through a 'health and wellbeing' lens and make positive changes considering the diverse needs of the community</li> </ul> <p style="text-align: center;"><b>Health and Fitness</b></p> <ul style="list-style-type: none"> <li>- Network with schools and communities to increase awareness of junior fitness services, with the aim to increase junior membership sales</li> </ul> <p>Engage with more community groups and with Community Development to continue to understand what public want / need within leisure facilities and</p>	<p>March 2023</p> <p>June 2022 and March 2023</p> <p>March 2023</p> <p>December 2023</p>		<p><b>SAEO</b></p> <p><b>SAEO</b></p> <p><b>SSRO</b></p> <p><b>SAEO</b></p> <p><b>SAEO</b></p>	<p>→</p> <p>→</p> <p>→</p> <p>→</p> <p>→</p>	<p>sessions within facilities, including Mini Bikers; two new gym bookings at Polesworth; a new gym-based class at Atherstone; and increased swimming lessons</p> <p>The Learn to Swim scheme is performing 10% better than this time in 2019. Project work is currently taking place to look at how the scheme can be further enhanced and expanded</p> <p>Changes to the pool timetable have started to take place to introduce more fun swim sessions, increase family swim capacity and to increase the variety of lessons on offer. Further work will take place to develop the timetable throughout the year</p> <p>More schools have been engaged in gym activity at Polesworth Fitness Hub. A student membership campaign will take place in September 2022</p> <p>More walking sports are now available at Coleshill Leisure Centre. A Community Café event at Atherstone Memorial</p>
	Continue to improve the service offering for the "active ageing" populations within in North Warwickshire						

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	<p>Enhance the Leisure Facilities service offering to the disabled, disadvantaged and Special Educational Needs (SEN) populations of North Warwickshire</p>	<p>communities; to feed into current action plans to improve services for active ageing populations. Using action plans, to continue to develop and deliver services that will:</p> <ul style="list-style-type: none"> <li>- Enhance service quality; Increase the in-house service offering; Increase the number of groups and organisations hosted at the leisure facilities; Work with and support those community groups offering services to the active ageing population; Create a better awareness and signposting of all of these services delivered within North Warwickshire</li> </ul> <p>Engage with community groups, schools and other stakeholders to shape action plans to improve services provision for disabled, disadvantaged and Special Educational Needs (SEN) populations. Using action plans, to continue to develop and deliver services that will:</p> <ul style="list-style-type: none"> <li>- Enhance service quality; Increase the in-house service offering; Increase the number of groups and organisations hosted at the leisure facilities; Work with and support those community groups offering services to the active ageing population; Create a better awareness and signposting of all of these services delivered within North Warwickshire</li> </ul> <p>Secure funding for and deliver services in the community around tackling inequalities, to ensure a more diverse and inclusive service offer</p>	<p>December 2023</p> <p>March 2023</p>		<p><b>SAEO</b></p> <p><b>LFM / SAEO / SSRO</b></p>	<p>→</p> <p>→</p>	<p>Hall will look to alleviate loneliness As well as taking any opportunities that present themselves through the year, a more detailed review of the service offering will take place between October and December 2022</p> <p>The EDI policy will be introduced to facilities in July, with an action plan that will start to see improvements in service and accessibility. Woodlands School was consulted on the development of the Coleshill balcony conversion, with a view to attracting activities for SEND groups as part of the changes made. Two new SEND groups have started to attend PFH. Poverty Proofing of the leisure service may provide some action points to improve service in this area</p> <p>HAF funded programmes were delivered by Atherstone Family Fun at Atherstone Memorial Hall. Links with Warwickshire County Council's HAF Officer have been made to scope opportunities in the Borough.</p>

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		Use the “We are Undefeatable” Sport England campaign to promote the service offer and encourage participation	March 2023		SAEO / SSRO	→	Discussions are taking place with Think Active and wider colleagues about various funds and how we may access them  The campaign will be scheduled later in the year
<b>Connecting with Health and Wellbeing</b>	To increase awareness of the importance of health and wellbeing within the community	Report to the Health and Wellbeing Working Party on the Leisure Facilities-related actions within the Health and Wellbeing Action Plan	Ongoing	Provision made within the revenue budget Process	LFM	→	Regular updates will be provided to the H&WWP throughout the year
		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	March 2023		SEAO / SSRO	→	A calendar of engagement activities and events is planned to deliver through the year. Working with The White hart community group, leisure facilities will host a Community Café in July. Staff supported Community Development in the delivery of the QBR event
	To further develop the choice of health and wellbeing services to strive to improve physical and mental wellbeing within the community	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; to increase participation, physical activity, physical and mental health and wellbeing of the public	August 2022		SSRO	→	Regular meetings continue to take place with Everyone Health about exercise referral. Capacity at sites is currently low, but funding for training has now been allocated to address this. On social prescribing, the facilities are working with Everyone Health to establish a new referral pathway. A ‘buddy scheme’ piloted by leisure facilities is planned to launch from September

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		Working with corporate and local businesses, create a "Workplace Wellbeing" pack and service offering, targeting corporate and local / high street businesses	November 2022		SSRO	→	The project is due to take place from October to December 2022
		Explore the opportunity to introduce Mental Health First Aiders within the service, to identify concerns, signpost to support and enhance the opportunity for suicide prevention within the community 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	Revised to Corporate timescales (tbc in 2022) September 2022 and March 2023		LFM  OO	→  →	Training has been included in the corporate training plan. Funding opportunities will also continue to be assessed. Surveys and feedback will be collected through the year and updates provided to the Board
<b>Active Environments</b>	Continue to network and increase opportunities to improve health and wellbeing in alternative environments	To increase the use of parks and outdoor spaces in the delivery of in-house services and events	October 2022	To identify within the review process	SEAO / SSRO	→	Couch to 5k courses ran at Atherstone and Coleshill in May. Leisure facilities supported Community Development in the Queen's Baton Relay, including activity delivery at TQEA in July
	To explore digital technology in supporting service delivery	To work with groups and organisations to improve participation opportunities delivered externally in alternative environments	October 2022	Provision made within the revenue budget Process	SEAO / SSRO	→	Discussions have opened with The Polesworth School about the potential to hire out its multi-use games area (MUGA) and studio. Discussions are still open with The Coleshill School about the opportunity to hire / use outdoor space. Leisure facilities, in working with Think Active and other partners, in August, will promote the use of a club and activities database, to promote participation for organised clubs and groups

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		To work with Community Development on the planning and delivery of the Borough's Cycling Plan	November 2022	To identify within the review process	<b>LFM / SEAO</b>	→	Leisure facilities, Community Development and Planning consulted with Warwickshire County Council on its 'Local Cycling and Walking Infrastructure Plan' in July Leisure facilities will be completing an awareness campaign to encourage employees and employers to take part in the cycle to work scheme in August. Mini Bikers have started "learn to ride" course delivery at Coleshill
		Work with Community Development to include the leisure facilities as hubs for walking, running and cycling groups	November 2022		<b>LFM / SEAO</b>	→	
		To scope digital and technological opportunities that will enhance the service offering and reduce barriers to participation (cost, time, access, other)	March 2023		<b>LFM</b>	→	
<b>Health and Fitness</b>	Improve the quality of the health and fitness service across the facilities, focusing on re-	Further develop the 'Member Journey' for health and fitness members across leisure facilities	July 2022	Provision made within the	<b>SSRO</b>	→	A detailed review is progressing to improve the member journey for gym, classes, exercise referral and

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
	engaging members, improving retention, increasing sales, and providing a positive customer experience	<p>Ensure the delivery of health and fitness marketing campaigns throughout the year to achieve sales targets</p> <p>Deliver regular member engagements, incentives and service developments to optimise retention</p> <p>Review the group exercise programme to ensure occupancy levels are proactively managed</p> <p>Review the opportunity for funding and cost / benefit of procuring hi-tech biometric health testing scales</p>	<p>Ongoing until March 2023</p> <p>Ongoing until March 2023</p> <p>Ongoing until March 2022</p> <p>July 2022</p>	<p>revenue budget Process</p> <p>Identify in the review process</p>	<p><b>SSRO / LFM</b></p> <p><b>SSRO</b></p> <p><b>SSRO</b></p> <p><b>SSRO</b></p>	<p>→</p> <p>→</p> <p>→</p> <p>→</p>	<p>personal training members. A review will take place later in the year to look at the customer journey before they become a facility user</p> <p>There is a campaign currently live in July. Performance will be reported to the Board in due course</p> <p>Leisure facilities continue to offer gym challenges; members of the month; deliver quarterly classes launch events; offered engagements and awareness of National Osteoporosis Month; World Meditation Day; World Mental Health Awareness Week; Diabetes Week; Healthy Eating Week; Fathers' Day and engaged Adders Hockey, delivering a fundraiser Keiser cycling one off event</p> <p>The programme continues to be reviewed and managed to high levels</p> <p>A draft business case has been created. The team is in the process of attempting to secure funding, before progressing the business case to Management Team</p>

Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress		
<b>Health and Safety / Operations</b>	To ensure appropriate levels of skilled staff are available to maintain service	Ensure staffing levels and development opportunities are appropriately managed through the year	Ongoing until March 2023	Divisional and Corporate Training Budget	<b>OO</b>	→	Recruitment and selection take place through the year to meet needs. A swim teacher course is taking place in the summer holidays, with the aim of increasing staff resilience Training plans have been completed and submitted corporately		
	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 2023				<b>OO</b>	→	Appraisals for the start of the year have taken place and will be re-visited through the year. Team and one to one meeting are scheduled and will also take place through the year
	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 2023				<b>OO</b>	→	Health and Safety review schedules are set across sites. The responsible team will meet 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 2023				<b>LFM</b>	→	Audits are scheduled through the year to assess performance and identify improvements
<b>Marketing and Promotion</b>	Ensure effective marketing to the public to optimise engagement and potential return on investment	Create an updated Marketing Plan to be proactive in service campaigns, to include events scheduled throughout the year	April 2022	Provision made within the revenue budget Process	<b>LFM</b>	→	Planned marketing and promotional campaigns have been identified through the year		
		To update the Board on campaigns and marketing activity through the year	Ongoing until March 2023				<b>LFM</b>	→	A campaign is currently live to attract new membership sign-ups



Theme	Action	Target	Timescale	Resource / Cost	Lead Officer	RAG and DOT	Comment / Progress
		Optimise web engagements (at or above that of 2021 / 22) and increase social media followers and engagements	Ongoing until March 2023		<b>LMT</b>	→	Leisure web engagements have decreased versus 2021/22. As most of this reduction can be related to bookings and joining pages, it is likely that this is related to the introduction of the Leisure App, which will continue to grow in its downloads and use. Combining both web and App, performance is comparable with that of 2021/22
		Deliver quarterly internal and external leisure bulletins	May, August, November, February		<b>LFM</b>	→	A newsletter was shared in May 2022. Another is planned for August 2022
<b>Monitoring, Review and Evaluation</b>	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		<b>D / LFM</b>	→	SIP progress reports are presented to each meeting of the C&E Board

## Agenda Item No 9

### Community and Environment Board

25 July 2022

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

#### Re-opening the High Street Safely / Welcome Back Fund

### 1 Summary

- 1.1 This report provides Members with an overview of the local implementation of the Re-opening the High Street Safely / Welcome Back Fund programme. It includes details of the work that was undertaken to support businesses during the Coronavirus pandemic and the activity that was delivered to encourage residents and visitors back to the “high street”.

#### **Recommendation to the Board**

**That the Board notes the work undertaken in delivering the local Re-opening the High Street Safely / Welcome Back Fund programme of work in Atherstone, Coleshill and Polesworth.**

### 2 Consultation

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

### 3 Introduction and Background

- 3.1 In June 2020, local councils in England were given a share of £50 million of European Regional Development funding to support the safe re-opening of high streets and other commercial areas within the context provided by their COVID-19 Recovery Plans. The aim of the funding was to allow local authorities to put additional measures in place to establish a safe trading environment for businesses and customers. The amount of support allocated to each authority was based on population, with a minimum amount set at £30,000.
- 3.2 North Warwickshire Borough Council was awarded £58,610 from the Re-opening the High Street Safely Fund, to be spent in the “high street” areas of Atherstone, Coleshill and Polesworth. The European Regional Development Fund (ERDF) grant was managed by the Cities and Growth Unit on behalf of the Secretary of State for Housing, Communities and Local Government.

## 4 Scope of the Funding

4.1 The Fund supported four main strands of activity, which were:

- Priority 1 - Support to develop an action plan for how the local authority may begin to safely re-open their local economies
- Priority 2 - Communications and public information activity to ensure that the re-opening of local economies can be managed successfully and safely
- Priority 3 - Business-facing awareness raising activities to ensure that re-opening of local economies can be managed successfully and safely
- Priority 4 - Temporary public realm changes to ensure that the re-opening of local economies can be managed successfully and safely

4.2 In addition to the strict regulations controlling the spend, the funding could not be used on:

- Activity that provided no additionality  
The funding could only pay for new activity and could not replace the source of already committed expenditure
- Capital expenditure  
The funding was intended to help address the short-term issue of re-opening the local economy and any physical changes to the environment needed to be temporary (no longer than 12 months)
- Grants to businesses  
The funding could not provide direct financial support to businesses to make adaptations to premises, purchase PPE, purchase goods or equipment or offset wages or other operating costs

4.3 In August 2021, the funding allocated to North Warwickshire Borough Council was increased by a further £58,610, taking the total grant award up to £117,220. This increase brought with it a new name; the Welcome Back Fund, and two additional priorities designed to expand the scope of the initiative:

- Priority 5 - Support and promote a safe public environment for a local area's visitor economy
- Priority 6 - Support local authorities to develop plans for responding to the medium-term impact of COVID-19, including trialling new ideas, particularly where these relate to the high street

4.4 In advance of this additional allocation being approved, it was necessary for the Borough Council, working with its partners within parish / towns councils and local business partnerships, to submit an "Activity Plan". It was

recognised by the funding authority that the activity contained in the Plan was subject to change, as the ideas and needs of the towns were explored more fully. Regular meetings, therefore, were held with the stakeholder groups to track any changes and to agree any alterations to the original Plan.

## **5 Activity Delivered**

5.1 A full breakdown of the activity delivered using the funding can be found in Appendix A. The list is broken down according to the priority through which the activity was delivered.

5.2 In addition to the initial work around providing business support and creating a safe shopping environment, a range of other town-specific activities were also undertaken. These included improvements to the public realm, events and the creation of promotional material.

## **6 Conclusion**

6.1 The funding was very much welcomed in supporting the towns and businesses through the pandemic and in helping to create a safe shopping environment, to which people felt confident to return.

6.2 The funding was delivered in conjunction with the parish / town councils and the relevant town partnerships, with both the decisions and the activity being organised and delivered by the different partners. A good working relationship was established with these organisations, as all of the stakeholders were committed to, and focused on, a common goal.

6.3 Likewise, improved relationships were developed between Borough Council Officers and the businesses, as communicating information in an effective and timely manner was crucial to supporting them through this difficult period. It is hoped that this relationship can be maintained in the future through on-going work with the business groups.

## **7 Report Implications**

### **7.1 Finance and Value for Money Implications**

7.1.1 Whilst there was no direct financial implication for the Borough Council in delivering the programme supported by the Re-opening the High Street Safely / Welcome Back Fund, there was a significant amount of Officer time committed to the management and co-ordination of the project.

7.1.2 All of the expenditure conformed to the strict EU procurement regulations, as detailed in the Grant Funding Agreement. This ensured that the money was spent appropriately and that the project achieved value for money.

## **7.2 Safer Communities Implications**

7.2.1 The activity supported through the Re-opening the High Street Safely / Welcome Back Fund helped to create town centre environments in which people felt safe, respected and part of their community.

## **7.3 Legal, Data Protection and Human Rights Implications**

7.3.1 There were no direct legal, data protection or human rights implications arising from this work programme.

## **7.4 Environment, Climate Change and Health Implications**

7.4.1 The promotional material that was produced as part of this project was made available in an electronic format and incorporated innovative technology (including QR codes and augmented reality) to reduce the amount of paper used.

7.4.2 The project also encouraged residents of North Warwickshire to “shop local”, not only to reduce carbon emissions through reducing travel, but also to support their local businesses, some of which were struggling financially.

7.4.3 Further, the activities delivered through the project were designed to increase confidence in people returning to public spaces and ensuring that they felt safe to do so. This was an essential part of improving their physical and mental wellbeing. The related programme of events was designed to encourage people back into the towns to enjoy their leisure time and to spend quality time with family and friends. Most of the events were held outdoors, with appropriate safety measure put in place.

## **7.5 Human Resources Implications**

7.5.1 There were no direct human resources implications arising from the Re-opening the High Street Safely / Welcome Back Fund work programme.

## **7.6 Risk Management Implications**

7.6.1 The main risk associated with the project centred on the need to claim the funding back in arrears, with quarterly submissions being made to the Cities and Growth Unit. A close working relationship with the Contract Manager, however, and the requirement to formally request any changes to the Activity Plan, helped to mitigate this risk and lessen the likelihood of any grant claim not being paid in full.

## **7.7 Equalities Implications**

7.7.1 There were no adverse equalities implications arising from the Re-opening the High Street Safely / Welcome Back Fund work programme, which was intended to benefit the whole of the community, with no individual or group

defined by the protected characteristics under the Equality Act being excluded therefrom.

## 7.8 Links to Council's Priorities

7.8.1 The delivery of the Welcome Back funded initiative has had positive and direct links to the corporate priorities in respect of:

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

7.8.2 The related programmes of work have also contributed directly to the priorities of the Sustainable Community Strategy, namely:

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

The Contact Officer for this report is Rachel Stephens (719301).

### 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

## Reopening the High Street Safely / Welcome Back Fund

### Activity List

#### Priority 1: Support to develop an action plan for how the local authority may begin to safely reopen their local economies

- **Footfall Counters**

Footfall counters were installed at central locations in Atherstone, Coleshill and Polesworth. Pedestrians passing the unit are counted and the data is fed into a website-based system. Using the system, it is possible to download the data in various forms and produce reports to reveal the visitor figures for any given day and time period. The data was (and will continue to be) extremely valuable in monitoring the recovery process and for planning / evaluating the success of specific interventions, such as events and promotions

- **Development of a Town Centre Action Plan**

An action plan was produced in-house, at no cost to the Fund

#### Priority 2: Communications and public information activity to ensure that reopening of local economies can be managed successfully and safely

- **Bollard Sleeves**

Bollard sleeves were installed at locations throughout the three towns, to serve as a constant reminder to observe the key safety messages

- **Pavement Markers**

Two different pavement markers were installed to remind visitors to keep their distance and to manage queues more effectively (particularly in businesses attracting a high volume of people)

- **Public Information Videos**

The ninety second videos were designed to familiarise people with the safety measures in place, to build confidence in returning to the high street and to remind the public of their health and safety responsibilities. The videos were very well received and on Facebook alone were viewed over 10,000 times

- **Radio Advertisements**

A series of radio advertisements ran on Hits Radio (Coventry and Warwickshire) during August and September 2020 to coincide with the school summer holiday. The ten second and thirty second advertisements (featuring three different scripts) were aired at regular intervals throughout the day. The advertisements were designed to communicate the safety messages to a wide audience and to encourage people safely back into the towns

- **Photographs**

A photographer was commissioned to produce a catalogue of images of the three towns, which could be used in promotional activity

- **Seasonal Messaging**  
Daily messaging was used in the 24 days leading up to Christmas 2020 (in the form of an advent calendar), to reinforce the safety message and to urge people to comply with the rules during this busy shopping period. The messaging was transmitted through Facebook and the Borough Council's website

**Priority 3: Business-facing awareness raising activities to ensure that reopening of local economies can be managed successfully and safely**

- **Town Centre Business Newsletter**  
Regular newsletters proved to be a highly effective means of transmitting messages directly to the businesses, ensuring that they were fully informed of their responsibilities and requirements
- **Information Officer**  
A consultant was appointed (using the Fund) on a temporary, full-time basis to deliver the role of Information Officer between December 2020 and May 2021. The role provided one-to-one business support and advice to all customer-facing SMEs (small to medium enterprises) located in the three towns
- **Posters**  
Posters were produced and distributed to businesses, to inform customers of the need to wear a face-covering. The Information Officer identified that whilst most of the shops did have a sign, the size and quality differed enormously and often did not provide the necessary visibility or impact. These issues were addressed by the posters

**Priority 4: Temporary public realm changes to ensure that reopening of local economies can be managed successfully and safely**

- **Hand Sanitising Stations**  
Twelve hand sanitiser stations were positioned at prominent locations in the three towns and the adjacent businesses took responsibility for storing them overnight and requesting refills
- **Retractable Belt Barriers for Queue Management**  
Retractable belt barriers were used to manage queues outside certain businesses, allowing other pedestrians to walk passed in a socially distanced and safe manner

**Priority 5: Support and promote a safe public environment for a local area's visitor economy**

- **Coleshill**
  - **Stay-a-while Saturday Events**  
Organised by Coleshill Town Council, these monthly markets took place in the Town Hall and were designed to generate footfall on a Saturday
  - **Wander Round Wednesday Events**



Organised by Coleshill Town Council, in conjunction with Love Coleshill, these mid-week events were held outdoors on St Peter's Walk and included entertainment. They were designed to attract visitors into the town and encourage them to stay longer

- **Promotion of Coleshill**

A series of advertisements were placed in the Coleshill Post, promoting the events and the town trail. A leaflet was also produced to promote the history of the town and encourage participation in the town trail

- **Improvements to the Public Realm**

Work took place to improve the attractiveness of the public realm, including the painting of street furniture (bins, planters, signage, etc.), weeding, maintenance of Chamberlain Walk and the refurbishment of the bus shelters. A new pedestrian finger-sign was also installed and directional markings erected to direct people through Chamberlain Walk onto the High Street

- **Coleshill Town Trail**

A town trail was created, which uses augmented reality to take people on a journey through the town's past and promote what Coleshill has to offer today. This is an innovative project for North Warwickshire, which utilises modern technology to welcome visitors and increase footfall, encouraging people to go beyond the local supermarket. There are posters located at the start and end of the trail, which feature a zap code, which, once activated by a mobile device, brings the Highwayman to life (played by an actor from the local drama group). He tells visitors about Coleshill's history and encourages them to explore the town

- **Atherstone**

- **Signage Improvements**

All of the existing pedestrian fingerpost signs have been re-painted

New pedestrian signs have been installed to help visitors navigate to Hatters Garden, the canal, St Benedict's Church and the OSCA centre

- **Promotion of Atherstone**

"Welcome to Atherstone" merchandise (tote bags, postcards, pencils and bookmarks), was produced and handed out to residents / visitors to the town, including at events

A promotional video was produced to promote Atherstone and to help people to navigate from the key entry points into the town

- **Improvements to the Public Realm**

A street art wall mural has been created, by two nationally renowned artists, on the back of The Arcade and features a montage of scenes of Atherstone.

Eight new litter bins have been installed, including one at the Leisure Complex, which incorporates a recycling bin

- **Creation of a Memorial Garden**  
A planter has been created in Hatters Garden (Meadow Street), to provide a floral display near to the seating area
- **Promotional Mascot Costume**  
A bear mascot was created for Atherstone, whose job has been to promote the town, hand out merchandise and welcome visitors. The mascot has been effective at attracting attention, particularly from families, including in respect of generating promotional photographs with the businesses and the public
- **Women's Tour**  
This event took place on the 6 October 2021 and proved successful in drawing visitors and residents into the town. The funding helped to support the event and ensure that it was delivered safely. This included by way of street dressing, marshals, promotion and entertainment
- **Polesworth**
  - **Picnic Benches**  
Three new benches were installed on the green space next to the Memorial Hall, encouraging people to stay longer and spend more in the town
  - **Halloween Event**  
A Halloween event was organised for families in Polesworth and included entertainment and a disco. There was also a children's competition in the week leading up to the event, designed to encourage people to follow a trail and explore the village
  - **Dickens Event**  
Organised by volunteers in Polesworth, this was a new Christmas event that took place around the Memorial Hall. It included choirs, stalls, food and drink, reindeers and Father Christmas

**Priority 6: Support local authorities to develop plans for responding to the medium-term impact of COVID-19, including trialling new ideas, particularly where these relate to the high street**

- No local activity took place under this priority

## Agenda Item 10

### Community and Environment Board

25 July 2022

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

#### Queen's Platinum Jubilee Celebratory Grants Scheme

### 1 Summary

- 1.1 This report updates Members on the successful delivery of the Queen's Platinum Jubilee Celebratory Grants programme.

#### **Recommendation to the Board**

**That the Board notes the successful delivery of the Queen's Platinum Jubilee Celebratory Grants programme, as detailed in this report and the associated appendices.**

### 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 Sunday 6 February 2022 marked the seventieth anniversary of the Queen's Accession to the throne and was the first Platinum Jubilee in the history of British Monarchs. Although the Jubilee year began in February, many of the celebrations took place around the special bank holiday weekend, from Thursday 2 to Sunday 5 June 2022.
- 3.2 To assist community groups and individuals to come together and celebrate the Jubilee, at its meeting held on the 11 October 2021, the Board agreed to offer two grant schemes. 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. In support of the schemes, £17,000 was allocated to the Jubilee Grants programme from the Members' One-Off Growth Fund, with £1,000 being ring-fenced for allocation within each Ward.
- 3.3 A school competition was held to design the logo used for the two grants schemes.

## 4 Allocation of Grants

4.1 The grant schemes both opened for applications on 17 January and closed on 6 March 2022. A total of 85 applications were received, 69 of which were complete and 16 incomplete.

4.2 A panel consisting of the Chairperson, Vice-Chairperson and the Opposition Spokesperson for the Board sat to determine the allocation of funding. 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 of their celebration within three working days of the date of their event as proof that it took place. Recipients were also invited to use the hashtag #NWBCJUBILEE to post celebratory images on social media.

4.4 Over 500 photographs were submitted and all of the events funded through the grants schemes took place. Over 180 of these photographs were showcased through the Authority's social media platforms.

4.5 Appendix B evidences a small sample of the positive feedback received relating to the grants programme.

## 5 Queen's Green Canopy

5.1 At the meeting of the Board held on 11 October 2021, Members also resolved to use the remaining £1,000 from the One-off Growth Fund to support the planting of one tree in each of the towns of Atherstone, Coleshill and Polesworth.

5.2 Members will be aware that all of the work relating to the Authority's tree stock is currently being undertaken by Warwickshire County Council. Due to the planting work related to the successful application to the Local Authority Treescape Fund (through which trees were planted in Coleshill, Mancetter, Piccadilly and Wood End) there was limited capacity to plant trees relating to the Queen's Green Canopy before the planting season finished in March. Queen's Green Canopy planting, therefore, will be undertaken when the planting season re-starts in November.

## 6 Report Implications

### 6.1 Finance and Value for Money Implications

6.1.1 The Queen's Platinum Jubilee Celebratory Grants schemes were funded through the One-Off Growth Fund, with £1,000 being ring-fenced for allocation within each Ward.

6.1.2 Trees planted by the Authority as part of the Queen's Green Canopy initiative are also being financed through the One-Off Growth Fund, to a maximum cumulative sum of £1,000.

## 6.2 Safer Communities Implications

6.2.1 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 anti-social and / or nuisance behaviour.

## 6.3 Legal, Data Protection and Human Rights Implications

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

## 6.4 Environment, Climate Change and Health Implications

6.4.1 The activities funded through the Queen's Platinum Jubilee Celebratory Grants programme will have helped to build sustainable, vibrant communities and contributed positively to people's mental and physical health and wellbeing.

6.4.2 The additional trees planted through the Queen's Green Canopy initiative will have a positive impact on carbon reduction

## 6.5 Human Resources Implications

6.5.1 There is no human resources implication arising directly from this report.

## 6.6 Risk Management Implications

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

## 6.7 Equalities Implications

6.7.1 There are no 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 Queen's Platinum Jubilee Celebratory Grants programme activities.

## 6.8 Links to Council's Priorities

6.8.1 The provision of Queen's Platinum Jubilee 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

6.8.2 The grants schemes will also have contributed to the attainment of 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 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 Grants Schemes)	October 2021

### Breakdown of Grant Allocation Per Ward

<b>Arley and Whitacre</b>	<b>Name</b>	<b>Funding Approved</b>
Parish Council	Ansley Parish Council	£500
	Arley Parish Council	£500
Constituted Group		
Community Group	Ansley Village Gardeners' Group	£100
	Hanslei Fields Residents	£100
Individual	CA <b>Arley</b>	£100
	JD <b>Hilltop, Gun Hill</b>	£100
	DW <b>Old Arley</b>	£100
	MJ <b>Ansley Common, Ansley</b>	£100

<b>Atherstone Central</b>	<b>Name</b>	<b>Funding Approved</b>
Parish Council		
Constituted Group	Ruby's Yard CIC	£500
	St Benedict's 50+ Lunch Club	£500
Community Group	The Avenue	£100
Individual		

<b>Atherstone North</b>	<b>Name</b>	<b>Funding Approved</b>
Parish Council		
Constituted Group		
Community Group	Tea and Chat at St Mary's	£100
	Cohort4	£100
Individual	TD <b>Atherstone</b>	£100
	NS <b>Atherstone</b>	£100
	SS <b>Atherstone</b>	£100
	SR <b>Atherstone</b>	£100

<b>Atherstone South and Mancetter</b>	<b>Name</b>	<b>Funding Approved</b>
Parish Council		
Constituted Group		
Community Group	Greendale Residents' Association	£100
Individual	AW <b>Mancetter</b>	£100
	PW <b>Atherstone</b>	£100

<b>Baddesley and Grendon</b>	Name	Funding Approved
Parish Council	Bentley and Merevale Parish Council	£500
Constituted Group	Baddesley Ensor Party in the Park	£500
Community Group	Hunters Park Coffee morning	£100
Individual	JR <b>Baddesley Ensor</b>	£100

<b>Coleshill North</b>	Name	Funding Approved
Parish Council		
Constituted Group		
Community Group		
Individual		

<b>Coleshill South</b>	Name	Funding Approved
Parish Council		
Constituted Group	Coleshill Tennis and Sports Club	£500
Community Group	Julius Drive	£100
Individual		

<b>Curdworth</b>	Name	Funding Approved
Parish Council	Lea Marston Parish Council	£500
Constituted Group	Curdworth Events Committee	£500
	Maxstoke Village Hall	£100
Community Group		
Individual		

<b>Dordon</b>	Name	Funding Approved
Parish Council	Dordon Parish Council	£500
Constituted Group	Dordon Activities Group	£500
Community Group		
Individual		

<b>Fillongley</b>	Name	Funding Approved
Parish Council	Fillongley Parish Council	£500
Constituted Group	Corley Bowling Club	£300
	Fillongley JCC	£300
	Corley Village Hall Association	£300
	Fillongley Pre-school	£300
Community Group		
Individual	JG <b>Corley</b>	£100



<b>Hartshill</b>	Name	Funding Approved
Parish Council		
Constituted Group	Outreach and Community Action Project	£500
Community Group		
Individual	PI <b>Hartshill</b>	£100
	TM <b>Hartshill</b>	£100
	PH <b>Chapel End Liberal Club</b>	£100
	BW <b>Hartshill</b>	£100

<b>Hurley and Wood End</b>	Name	Funding Approved
Parish Council		
Constituted Group	Piccadilly Community Association	£300
	Hurley Community Association	£300
	The Woodlands Community Centre	£300
Community Group	Woodbridge Park	£100
Individual	Smith Street Street Party <b>Smith Street, Wood End</b>	£100
	VB <b>Hurley</b>	£100
	CT <b>Hurley</b>	£100

<b>Kingsbury</b>	Name	Funding Approved
Parish Council	Middleton Parish Council	£500
Constituted Group	Kingsbury Village Theatre	£400
	Kingsbury Rainbows and Guides	£400
	Kingsbury Methodist Church	£400
Community Group		
Individual	KP <b>Kingsbury</b>	£100
	Ash Grove <b>Kingsbury</b>	£100
	Rowan Close <b>Kingsbury</b>	£100

<b>Newton Regis and Warton</b>	Name	Funding Approved
Parish Council	Shustoke Parish Council	£500
	Austrey Parish Council	£500
Constituted Group	Shuttington and Alvecote Village Hall Committee	£500
Community Group		
Individual	LT <b>Shuttington</b>	£100

<b>Polesworth East</b>	Name	Funding Approved
Parish Council		
Constituted Group	Flagacise	£500
Community Group	Goodere Drive	£100
Individual		

<b>Polesworth West</b>	Name	Funding Approved
Parish Council		
Constituted Group		
Community Group		
Individual	JB <b>Polesworth</b>	£100
	DM <b>Polesworth</b>	£100

<b>Water Orton</b>	Name	Funding Approved
Parish Council	Water Orton Parish Council	£500
Constituted Group	Water Orton Carnival Committee	£500
Community Group		
Individual	RR <b>Water Orton</b>	£100

## Jubilee Grant - Feedback Comments

Everyone commented what a brilliant time they had at the party, we were fortunate to have the road closed from 13:00-21:00 which was perfect for everyone to be able to enjoy themselves and have a dance with no worry of traffic.

A lot of work, time and effort was put into the day and I'm so pleased everyone enjoyed themselves. Thank you so much for the grant from the Council, we managed to get enough bunting to decorate the whole area where the road was closed, cupcakes were purchased for the children and also sweet cones were made by myself. The children enjoyed the games we did for them too.

Thank you for you help in making this a success too.

Take care, L

(LB)

Thank you Deborah,

It was a real pleasure and privilege to be able to be a host site for so many lovely groups and local people to celebrate the Platinum Jubilee - and so another really big thank you to everyone involved in making this grant available - from first-hand experience I know how much work goes into managing a small grants programme - It's ALOT of work 😊 - but really does make a huge difference to groups being able to create positive engagement opportunities and a sense of community at a very local level.

K

(KG)

We just wanted to say that the whole process was easy and made so much more fun as you were dedicated to ensure we were updated and informed!! Without you the whole thing would have fallen!

Thanks

D

(DW)

Thank you Deb, our day could not have gone better! Sorry I've taken longer than hoped to get back to you but hope this helps to set the scene.

Lots of preparation took place before our Jubilee event, decorations to put up, decide what food and drink we should have and all the usual organising that goes on behind the scenes and no one sees! We decided on a maximum of 70 guests as a couple of the committee had other engagements so we were a bit thin on the ground. The opening time was 12 for 12.30 however guests started arriving just after 11.30. All were asked to take their seats and help themselves to a glass of wine, each table had one red and one white also a bottle of non alcohol for guests to choose from. Once all were seated, tables of eight were asked to come to the serving tables to be served with their choice of delicious ham, pork pie, quiche and all the salad anyone could eat. This was followed by homemade raspberry trifle and pouring cream - cheese and biscuits were available for those not tempted by the sweet stuff!

Bottles of fizz were taken to each table and guests were asked to charge their glasses ready to toast Her Majesty. The Cucamelon guitar group entertained us for the next hour and most sang along and many danced to some old popular songs.

Tea, coffee and small pastries were served at 3.15, the raffle drawn and the royal baby quiz marked. The judging of the best crown was kindly done by Councillor Marian Humphreys and we all agreed Sheila was a worthy winner.

Everyone was tired, relieved and very pleased the day went so well. Thankfully two very kind volunteers had offered their services to wash up. We were all so thankful to Jo and Sheila for taking on the challenge. We've had many kind words and thanks since the big day so we feel sure everyone enjoyed themselves.

Regards B

(BB)

We used the grant money to pay for caterers to provide a buffet for all residents (which was in the gazebo).

I've lived in Bath Road since 1984 and it was our first ever gathering as residents, so thank you to NWBC for the grant and enabling such a wonderful event to happen, a truly unforgettable Jubilee occasion.

Thanks, P

(PW)

I would like to thank you and your colleagues for enabling our event to take place. Despite the weather we did manage to have a good afternoon playing games. It would have been nice to have put the food outside but couldn't risk the weather so had to use one of our garages as we didn't have any other covering.

Thank you once again.

Kind regards

B

(BW)

We literally had a fabulous day. Everyone got together, which was exactly what we set out to do. It was hard work putting up the marquee and taking it down the next day! But well worth it.

Kind regards T

(TM)

A great day was had by all with new recruits to play bowls coming forward which was a bonus.

Thanks to everyone concerned in the awarding of the grant.

Yours faithfully,

G

(GS)

Thank you so much for your support in allocating a £500 NWBC Jubilee Grant to Dordon Parish Council.

As well as purchasing bunting, lamppost signs and a jubilee flag, the Parish Council ran a 'Best Jubilee Decorated House' competition that was open to all residents in the parish.

We had some great entries and Councillors selected three winners and presented prizes this week.

With kindest regards and thanks again,

D

(DR)

**Agenda Item No 11**

**Community & Environment Board**

**25 July 2022**

**Report of the Corporate Director –  
Streetscape**

**Hedgehog Friendly Strimming**

**1 Summary**

- 1.1 This report updates Members on the measures which the Grounds Maintenance teams have been taking to reduce the impact of their activities on the local hedgehog population.

**Recommendations to the Board**

- a That Members note the content of the report and endorse the actions taken, and;**
- b That the scheme is publicised alongside measures which residents can take to make their own gardens more hedgehog friendly**

**2 Background**

- 2.1 Up to three quarters of all of Britain's rural hedgehogs have been lost in the past 20 years. Analysis from the [State of Britain's Hedgehogs 2022](#), an annual report released by the British Hedgehog Preservation Society and the People's Trust for Endangered Species, suggests that countryside populations of the small mammal have declined by an average of 8.3% a year for the past two decades. The species was classed in 2020 as vulnerable to extinction in the British Red List for Mammals.
- 2.2 Since last September the Grounds & Streets Operations Manager has been speaking to a local resident, with regards to preserving wildlife and hedgehogs. The resident's main concern is that every year many hedgehogs are injured and killed due to mowing and strimming. This is a concern that is shared by the Grounds Maintenance teams and the Grounds & Streets Operations Manager has expressed a strong desire for the Council to promote the fact that it cares for and preserves wildlife and to demonstrate and share best practice in this area.

**3 Grounds Maintenance Operations**

- 3.1 The Grounds & Streets Operations Manager has been working towards creating a safer, more hedgehog friendly method of strimming that will meet the requisite service standards with regards to grounds maintenance while at the

same time benefiting wildlife in general. One of the most common causes of injury to hedgehogs and other small mammals is gardening activity, especially strimming and mowing, particularly of longer grass and verges.

- 3.2 When maintaining larger open spaces, the perimeters of the field have historically been strimmed right back on an annual basis. This is done to keep them tidy and to prevent the encroachment of vegetation on to the mown areas. Last autumn instead of strimming to ground level as normal, the vegetation was cut down to a height of around 30cm. By leaving the vegetation at this height hedgehogs and numerous other mammals are not hit with the strimmer and have a much greater chance of surviving.
- 3.3 The other advantage to this method is that an element of cover is still provided. Another danger to small mammals is the loss of cover and traditional nesting areas such as long grass, mixed borders, and hedgerows. By keeping the boundaries and back edges of our larger grassed areas longer, we continue to provide this much needed habitation as well as avoiding injury, exposure or displacement of animals which traditionally occupy such areas. The Grounds Maintenance teams now use this method in all the Borough's recreation fields and parks and are looking to employ it on more of the open space areas.
- 3.4 The retention of long grass through this method of strimming and grounds maintenance has other benefits. As well as protecting small mammals such as hedgehogs, wilder verges and borders increase biodiversity and benefit other flora and fauna, especially pollinators which in turn supports the wider ecosystem.

#### **4 Promotion & Publicity**

- 4.1 Stickers, sourced from a small national charity [www.hedgehogaware.org.uk](http://www.hedgehogaware.org.uk) have been provided to the gardening teams for deployment on grounds maintenance vehicles and are also attached to strimming and mowing equipment to remind our staff of the need to maintain borders and verges in a hedgehog friendly manner. The charity's website also provides advice to householders and gardeners on how they can maintain their own gardens in a more hedgehog friendly way.
- 4.2 Other charities and organisations also offer helpful advice to residents on how to help hedgehogs and other small mammals. Warwickshire Wildlife Trust has advice on its website including a leaflet on hedgehog friendly gardening. The charity [www.helpforhedgehogs.co.uk](http://www.helpforhedgehogs.co.uk) also provides useful information. As well as outlining its own activity in this area, it is proposed that the Council promotes these examples of advice and good practice through its website and on social media.

## **5 Report Implications**

### **5.1 Financial Implications**

5.1.1 There is no cost associated with the proposed activity.

### **5.2 Environment, Sustainability & Climate Change Implications**

5.2.1 Managing the verges, boundaries, and borders which the Council maintains in the manner proposed will increase biodiversity and support and protect a variety of local wildlife. If managed correctly the measures will help reduce air pollution and increase carbon sequestration.

### **5.3 Legal Implications**

5.3.1 Hedgehogs are listed in the Wildlife and Countryside Act 1981 making it an offence to kill them by certain methods and the Wild Mammals (Protection) Act 1996 also makes it an offence to kill or harm them in various ways. This means that, to an extent, they are protected by law. 5.3.2 As Members will recognise, the Council's current practices are not intended to cause any harm to hedgehogs or other wildlife and any harm is an unfortunate consequence of those practices. These practices do not infringe the legislation referred to above. The recommended approach complies with the Council's duty under the Natural Environment and Rural Communities Act 2006 to carry out its functions, so far as is consistent with the proper exercise of those functions, having regard to the purpose of conserving biodiversity.

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



## Agenda Item No 12

### Community and Environment Board

25 July 2022

#### Report of the Corporate Director – Resources

#### Budgetary Control Report 2022/23 Period Ended 30 June 2022

### 1 Summary

- 1.1 The report covers revenue expenditure and income for the period from 1 April 2022 to 30 June 2022. The 2022/23 budget and the actual position for the period, compared with the estimate at that date, are given, together with an estimate of the out-turn position for services reporting to this Board.

#### **Recommendation to the Board**

**That the report be noted and that the Board requests any further information it feels would assist it in monitoring the budgets under the Board's control.**

### 2 Introduction

- 2.1 Under the Service Reporting Code of Practice (SeRCOP), services should be charged with the total cost of providing the service, which not only includes costs and income directly incurred, but also support costs relating to such areas as finance, office accommodation, telephone costs and IT services. The figures contained within this report are calculated on this basis.

### 3 Overall Position

- 3.1 The actual expenditure for budgets reporting to this Board at 30 June 2022 is £992,739 compared with a profiled budgetary position of £981,530; an overspend of £11,209 over the period. Appendix A to this report provides details of the profiled and actual position for each service reporting to this Board, together with the variance for the period.

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- 3.2 Where possible, the year-to-date budget figures have been calculated with some allowance for seasonal variations, in order to give a better comparison with actual figures. Reasons for the variations are given, where appropriate, in the detail below.

#### 3.3 Leisure Facilities

- 3.3.1 The overall overspend of £26,744 against the profiled budget is due to a lower level of income of £40,510 and higher spend on supplies of 13,472 across all

sites. The underperformance on income mainly relates to Direct Debit income, Birthday Parties, Fitness Pay and Play, swimming, and bar income. This has been partially offset by lower than profiled employee costs of £20,650 and premise costs of 7,425 across all sites. The underspend on premises and overspend on supplies may not continue to the year end.

### **3.4 Refuse and Recycling**

3.4.1 Overall refuse and recycling has an overspend of £22,881 to date. This is mainly due to income currently below budget from the chargeable green waste service of £27,159 and lower bin sales of £6,028. These have been partially offset by reductions in transport running costs due to lower than expected maintenance costs to date of £8,962.

### **3.5 Streetscape Grounds Maintenance**

3.5.1 The underspend of £8,366 is due to employee vacancies

### **3.6 Cesspool Emptying**

3.6.1 The overspend of £13,242 reflects lower than profiled income of £6,278, higher disposal costs from Severn Trent of £4,032 and higher transport running costs due to higher, than expected maintenance costs of 4,009. These have been partially offset by lower than profiled employee costs of £1,593.

### **3.7 Amenity Cleaning**

3.7.1 The current underspend of £32,117 relates largely to lower employee costs due to vacancies of £21,739, reductions in transport running costs due to lower, than expected maintenance costs to date of £6,771 and lower than profiled spends on fly tipping of £5,083.

### **3.8 Green Spaces**

3.8.1 The current underspend of £9,936 relates to Tree Management and professional fees.

## **4 Performance Indicators**

4.1 In addition to the financial information provided to this Board, when the budgets were set in February, performance indicators were included as a means of putting the financial position into context. These are shown at Appendix B.

...

4.2 The majority of the Performance Indicators are comparable with the profiled position.

4.3 Leisure KPIs are being reported in another report on this agenda.

4.4 The main reason for the variance in the Cesspool Emptying cost per emptying performance mainly relates to reasons as detailed in 3.6.

4.5 The main reason for the variance in the Recycling cost per household performance relates to the lower level of tonnage recycled.

## **5 Risks to the Budget**

5.1 The key risks to the budgetary position of the Council from services under the control of this Board are:

- Deteriorating condition of assets, particularly the Leisure Centres, and further economic and market pressure affecting the generation of income.
- Additional costs relating to the Refuse and Recycling services.

## **6 Estimated Out-turn**

6.1 Members have requested that Budgetary Control reports provide details on the likely out-turn position for each of the services reporting to this Board. The anticipated out-turn for this Board for 2022/23 is as per the approved budget of £6,008,730.

6.2 The figures provided are based on information available at this time of the year and are the best available estimates for this Board and may change as the financial year progresses. Members will be updated in future reports of any changes to the forecast out turn.

## **7 Report Implications**

### **7.1 Finance and Value for Money Implications**

7.1.1 The boards approved budget is £6,008,730. This is expected to remain as shown above.

7.1.2 Income and Expenditure will continue to be closely managed and any issues that arise will be reported to this Board at future meetings.

### **7.2 Environment, Sustainability and Climate Change Implications**

7.2.1 The Council has to ensure that it adopts and implements robust and comprehensive budgetary monitoring and control, to ensure not only the availability of services within the current financial year, but in future years. Many of the services covered by this report play an important role in the Council's efforts to deliver environmentally sustainable services.

The Contact Officer for this report is Nigel Lane (719371).

## Background Papers

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

<b>Background Paper No</b>	<b>Author</b>	<b>Nature of Background Paper</b>	<b>Date</b>
Executive Board – Agenda item 9	Corporate Director - Resources	General Fund Revenue Estimates and Setting the Council 2022-23	14 <sup>th</sup> Feb 2022

**Community and Environment Board**  
**Budgetary Control Report 2022/2023 as at 30 June 2022**

Cost Centre	Description	Approved Budget 2022/2023	Profiled Budget 2022/2023	Actual 30 June 2022	Variance	Comments
3072	Polesworth Sports Centre	(7,590)	1,128	2,156	1,028	3.3
3073	Polesworth Gym	196,740	55,535	56,823	1,288	3.3
3075	Coleshill Leisure Centre	468,810	163,356	172,680	9,324	3.3
3077	Atherstone Leisure Complex	699,730	218,200	232,763	14,563	3.3
3082/83	Memorial Hall	161,160	42,288	42,829	541	3.3
4002	Commercial Pollution Control	429,380	118,676	116,030	(2,646)	
4003	Domestic Pollution Control	27,480	9,295	8,846	(449)	
5000	Domestic Refuse Collection	1,008,070	235,579	260,263	24,684	3.4
5001	Streetscene Grounds Maintenance	115,520	50,303	41,937	(8,366)	3.5
5002	Trade Refuse Collection	(32,600)	(235,818)	(245,434)	(9,616)	3.4
5003	Cesspool Emptying	16,790	5,803	19,045	13,242	3.6
5004	Recycling	958,700	(151,766)	(143,953)	7,813	3.4
5005	Animal Control	28,590	7,148	7,972	824	
5006	Abandoned Vehicles	4,360	1,090	2,745	1,655	
5010	Amenity Cleaning	702,250	174,393	142,276	(32,117)	3.7
5013	Unadopted Roads	19,560	4,890	3,797	(1,093)	
5014	Drain Unblocking and Land Drainage	17,590	4,397	4,688	291	
5015	Street Furniture	4,750	1,188	2,265	1,077	
5016	Atherstone Market	3,480	490	1,460	970	
5019	Green Space Budget	655,400	163,540	153,604	(9,936)	3.8
5021	Public Health Act 1984 Burials	4,820	1,205	788	(417)	
5023	Consultation	13,130	3,282	2,098	(1,184)	
5025	Corporate Policy	82,150	22,329	21,877	(452)	
5030	Rural Regeneration	88,690	22,172	21,895	(277)	
5034	Landscape	12,250	368	368	-	
5040	Marketing and Market Research	15,850	3,100	5,818	2,718	
5044	Support to Voluntary Organisations	81,060	6,782	6,158	(624)	
5047	Community Fund Local Projects	-	-	-	-	
5055	Health Improvement	110,320	27,580	26,669	(911)	
5056	Safer Communities	122,270	24,763	25,409	646	
5064	QE School - Artificial Grass Pitch	20	234	(1,133)	(1,367)	
7361	Ext England's Rural Heart LEADER P'ship	-	-	-	-	
7365	AFC Veteran Hubs Development	-	-	-	-	
7367	Meadow Street Gardens	-	-	-	-	
7700	Ext Stronger & Safer Communities	-	-	-	-	
	<b>Total Net Expenditure</b>	<b>6,008,730</b>	<b>981,530</b>	<b>992,739</b>	<b>11,209</b>	

<b>Original Budget</b>	<b>6,003,420</b>
Vired Training Budget	3,250
Vired Recruitment Budget	2,060
<b>Approved Budget</b>	<b>6,008,730</b>

-

## Key performance Indicators for Budgets Reporting to the Community and Environment Board

	Budget	Profiled budget	Actual
<b>Domestic Refuse Collection</b>			
Number of Households	28,750	28,750	28,750
Costs per Household	£34.59	£34.59	£35.06
Maximum missed collections per 100,000 users	17	17	10
<b>Trade Refuse Collection</b>			
Number of Trade Bins	488	488	508
Gross cost per bin collected	£557.21	£350.22	£352.78
Net (surplus)/cost per bin collected	-£66.80	-£66.80	-£64.17
<b>Cespool Emptying</b>			
Number of emptyings	1,100	275	179
Gross cost per emptying	£150.67	£143.12	£258.78
Net (surplus)/cost per emptying	£15.24	£21.10	£106.40
<b>Recycling</b>			
Cost per household	£32.90	-£5.28	-£5.01
Tonnes of recycled material collected	13,340	2,223	1,656
% of waste recycled	50.0%	50.0%	44.5%
<b>Green Space Budget</b>			
Number of Play Areas	26	26	26
Number of play areas meeting the safety, DDA and Play Value standard	26	26	26
Number of Pitches	12	12	12
Number of Teams	23	23	23
Number of Hirers	23	23	23
Income per Team	£390.87	£390.87	£390.87

## Health and Wellbeing Working Party Minutes

**12 May 2022**

Present: Cllr. M Humphreys (Chairperson), Cllr. Davey, Cllr. S. Smith, Becky Evans, Russell Simkiss, Matthew Green, Dorothy Barratt (all NWBC), Mike Slemensek (WCC)

Apologies for Absence: Cllr. Chambers, Simon Powell (NWBC)

Item	Notes	Action
2	<p><b>Minutes of the Last Meeting (15 February 2022)</b></p> <p>The minutes of the meeting held on 15 February 2022 were agreed as an accurate record of the proceedings.</p>	
3	<p><b>Public Health / JSNA Update</b></p> <p>Deferred.</p>	
4	<p><b>Air Quality</b></p> <p>There is a Government consultation on environment targets, which closes on 27 June 2022. There are proposed targets under the Environment Act 2021 to reduce fine particulate matter (pm 2.5) to 10 micrograms per meter cube by 2040. Current WHO guidelines recommend that levels do not exceed 5 micrograms per metre cube. The proposed Government target has received wide criticism from organisations such as Client Earth.</p> <p>Staffing issues have continued to impact the team, with two members of staff recently departing, including the Environmental Health Manager. The current focus of the team has been in dealing with a backlog of cases.</p> <p>An early look at last year's data, for the location in Dordon that previously exceeded the national air quality objective for nitrogen dioxide, shows the level looks to be at or near the objective level after the correction factors are applied. The national diffusion tube bias adjustment spreadsheet will be updated at the end of June 2022.</p>	MG
5	<p><b>Leisure Facilities Update</b></p> <p>April half-term saw a variety of activities including; Nerf Wars, Roller Disco, Multi Sports, Atherstone Family Fun, dance and cheerleading. The scheme made an operating financial surplus and achieved an estimated 620 attendances.</p> <p>During the half-term period, Walking Netball and Walking Cricket were launched at Coleshill Leisure Centre, alongside the existing Walking Football programme. The sessions have been successful, have attracted lots of new participants and are now a regular feature on the timetable.</p> <p>Atherstone Memorial Hall has hosted a Time Banking event, which raised over £800 for Dementia UK. The venue has also hosted a Jobs fayre this week, which was very well attended.</p>	

Item	Notes	Action																
	<p>A successful Roller Disco took place at Coleshill Leisure Centre and attracted lots of new faces to the facility. The Coleshill venue will also be hosting a Boxing Event at the end of May, in partnership with Atherstone Boxing Club.</p> <p>Work has started on “Poverty Proofing” services across the leisure facilities. To support this initiative, the next meeting of the Working Party will have Poverty Proofing as its theme.</p> <p>The May Leisure Facilities newsletter has been circulated. Any information to be included in future editions can be sent to RS.</p> <p>A public consultation on sport, swimming and activities is being launched this month.</p> <p>Linked to social prescribing, a buddy scheme is being considered, which will give an opportunity for an existing member to “buddy up” with a non-member or someone new to an activity and to go to an activity together. Incentives may include reduced prices for gym and classes.</p>	<p>ALL</p> <p>RS</p>																
6	<p><b>Warwickshire County Council Localities Update</b></p> <p>MS updated the Working Party on the work of his team, and highlighted the outcome of a number of WCC funding opportunities:</p> <ul style="list-style-type: none"> <li>Mental Health and Wellbeing Resilience funding (to support projects relating to loneliness and social isolation). Those successful in North Warwickshire were:</li> </ul> <table border="1" data-bbox="204 1070 970 1424"> <tbody> <tr> <td>Hartshill Community Samba Drumming Band</td> <td>£1,198</td> </tr> <tr> <td>Cohort 4</td> <td>£1,568</td> </tr> <tr> <td>Dordon Activities</td> <td>£1,000</td> </tr> <tr> <td>Phoenix Post Diagnosis Support Group</td> <td>£1,000</td> </tr> <tr> <td>SCAMPS Playgroup</td> <td>£1,090</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>Social Impact Fund (set up through COMF – Contain Outbreak Management Fund)</li> </ul> <table border="1" data-bbox="204 1563 970 1814"> <tbody> <tr> <td>Warwickshire Counselling Centre T/A Sycamore Counselling</td> <td>£46,000</td> </tr> <tr> <td>Warwickshire Welfare Rights Advice Service</td> <td>£44,000</td> </tr> <tr> <td>White Hart Community Groups</td> <td>£29,000</td> </tr> </tbody> </table>	Hartshill Community Samba Drumming Band	£1,198	Cohort 4	£1,568	Dordon Activities	£1,000	Phoenix Post Diagnosis Support Group	£1,000	SCAMPS Playgroup	£1,090	Warwickshire Counselling Centre T/A Sycamore Counselling	£46,000	Warwickshire Welfare Rights Advice Service	£44,000	White Hart Community Groups	£29,000	
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	<ul style="list-style-type: none"> <li>Councillor Grants. The successful projects from the last round of grants were:</li> </ul> <table border="1" data-bbox="204 331 1161 1379"> <tr> <td data-bbox="204 331 1029 439">The Whitacres, Lea Marston and Shustoke Youth Group (The WLS Youth Group)</td> <td data-bbox="1034 331 1161 439">£567</td> </tr> <tr> <td data-bbox="204 445 1029 553">CHESS FC (Summer Football Tournament at Arley Football Field)</td> <td data-bbox="1034 445 1161 553">£600</td> </tr> <tr> <td data-bbox="204 560 1029 613">Parenting Project (Strengthened Families)</td> <td data-bbox="1034 560 1161 613">£1,000</td> </tr> <tr> <td data-bbox="204 620 1029 728">Atherstone Town Council (Atherstone Market Square and Wider Atherstone Community – Queen’s Green Canopy)</td> <td data-bbox="1034 620 1161 728">£876.54</td> </tr> <tr> <td data-bbox="204 734 1029 842">Warwickshire Vision Support (Warwickshire Association for the Blind) (Coleshill Monthly Vision Support Centre)</td> <td data-bbox="1034 734 1161 842">£500</td> </tr> <tr> <td data-bbox="204 848 1029 983">Warwickshire Vision Support (Warwickshire Association for the Blind) (Atherstone Monthly Vision Support Centre and Fortnightly Social Club for Blind and Partially Sighted People)</td> <td data-bbox="1034 848 1161 983">£250</td> </tr> <tr> <td data-bbox="204 990 1029 1124">Hartshill Community Events Organisation (Hartshill Community Magazine (delivered through every door in Hartshill and available on the website)</td> <td data-bbox="1034 990 1161 1124">£1,580</td> </tr> <tr> <td data-bbox="204 1131 1029 1184">Communittea Café (Communittea Café)</td> <td data-bbox="1034 1131 1161 1184">£500</td> </tr> <tr> <td data-bbox="204 1191 1029 1299">Water Orton Parent Teacher Association (PTA) (Acorn Room Refurbishment)</td> <td data-bbox="1034 1191 1161 1299">£1,000</td> </tr> <tr> <td data-bbox="204 1305 1029 1379">Dordon Activities Group (Dordon’s Jubilee Party in the Park)</td> <td data-bbox="1034 1305 1161 1379">£1,000</td> </tr> </table> <p data-bbox="204 1417 1334 1480">The Team is currently looking to establish a county-wide dementia group, a network of organisations working with people living with dementia and their carers.</p>	The Whitacres, Lea Marston and Shustoke Youth Group (The WLS Youth Group)	£567	CHESS FC (Summer Football Tournament at Arley Football Field)	£600	Parenting Project (Strengthened Families)	£1,000	Atherstone Town Council (Atherstone Market Square and Wider Atherstone Community – Queen’s Green Canopy)	£876.54	Warwickshire Vision Support (Warwickshire Association for the Blind) (Coleshill Monthly Vision Support Centre)	£500	Warwickshire Vision Support (Warwickshire Association for the Blind) (Atherstone Monthly Vision Support Centre and Fortnightly Social Club for Blind and Partially Sighted People)	£250	Hartshill Community Events Organisation (Hartshill Community Magazine (delivered through every door in Hartshill and available on the website)	£1,580	Communittea Café (Communittea Café)	£500	Water Orton Parent Teacher Association (PTA) (Acorn Room Refurbishment)	£1,000	Dordon Activities Group (Dordon’s Jubilee Party in the Park)	£1,000	
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7	<p data-bbox="204 1588 783 1621"><b>Health and Wellbeing Action Plan Update</b></p> <p data-bbox="204 1653 1409 1720">Poverty Proofing was discussed. Councillor Davey has agreed to give a presentation on the benefits to the next meeting of the Working Party.</p> <p data-bbox="204 1751 1342 1818">The Working Party noted the importance of District Nurses and that the service is at full capacity.</p> <p data-bbox="204 1850 1358 1955">The Working Party suggested that it may be timely to review options to provide health checks, given that many may have avoided seeing their GP during the pandemic. BE to check the status of the #onething review with Public Health colleagues.</p>	<p data-bbox="1441 1653 1528 1720">Cllr. Davey</p> <p data-bbox="1441 1888 1485 1921">BE</p>																				

Item	Notes	Action
8	<p><b>Budget</b></p> <p>The Working Party expressed an interest in exploring options to provide health checks in North Warwickshire.</p>	
9	<p><b>Feedback from Relevant Partnership Meetings</b></p> <p>None reported.</p>	
10	<p><b>Any Other Business</b></p> <p>None reported.</p>	
	<p><b>Future Meeting Dates</b></p> <p>5 July at 10:30 – Poverty Proofing Theme</p> <p>13 September at 10:30</p>	

## Health and Wellbeing Working Party Minutes

5 July 2022

Present: Cllr. M Humphreys (Chairperson), Cllr. Davey, Becky Evans, Russell Simkiss, Milen Woldeab, (all NWBC), David Simkins (WCAVA)

Apologies for Absence: Cllr. Singh, Simon Powell, Dot Barratt (both NWBC), Mike Slemensek (WCC)

Item	Notes	Action
2	<p><b>Minutes of the Last Meeting (12 May 2022)</b></p> <p>The minutes of the meeting held on 12 May 2022 were agreed as an accurate record of the proceedings.</p>	
3	<p><b>Poverty Proofing</b></p> <p>Children North East gave a presentation to the Working Party on Poverty Proofing.</p> <p>BE to circulate the slides.</p> <p>The organisation is also currently working with SWFT and George Elliot Hospital (Maternity Ward) on poverty proofing.</p> <p>The Working Party requested information on the North Warwickshire specific issues that had been identified and any required mitigating actions.</p>	<p>BE</p> <p>RS</p>
4	<p><b>Benefits and Financial Support</b></p> <p>Councillor Davey gave the Working Party an overview on current benefits and how they differ.</p> <p>BE to circulate the information to the Working Party.</p>	<p>BE</p>
5	<p><b>Leisure Facilities Update</b></p> <p>Children North East is currently working with Atherstone Leisure Complex, Coleshill Leisure Centre and Polesworth Sports Centre on poverty proofing.</p> <p>The project is currently in the consultation phase, which ends in August. The results will be collated and then developed into a set of agreed actions, through which the service will become more accessible and inclusive.</p> <p>An update is to be provided at the next meeting.</p>	<p>RS</p>
6	<p><b>Facilitated Discussion on Poverty Proofing</b></p> <p>The Working Party recognised the importance of poverty proofing and would like to ensure that appropriate actions are taken as a result of the consultation at the leisure centres.</p> <p>An update on any poverty proofing findings within schools in North Warwickshire was also requested, so that the Working Party can support progress in this area of work.</p>	

Item	Notes	Action
7	<p><b>Any Other Business</b></p> <p>Non recorded.</p>	
	<p><b>Future Meeting Dates</b></p> <p>13 September at 10:30am. This will be an “in person” meeting.</p>	