

**To: The Chairman and Members of the  
Community and Environment Board  
(Councillors Phillips, Ferro, Freer, Humphreys,  
Lewis, B Moss, M Moss, Payne and Wykes).**

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

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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**

**23 July 2012**

The Community and Environment Board will meet in The  
Committee Room, The Council House, South Street,  
Atherstone, Warwickshire on Monday 23 July 2012, at  
6.30pm.

### **AGENDA**

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

- 4 **Request for discussion of En Bloc items and approval of remaining En Bloc items.**
- 5 **Minutes of the Meeting of the Board held on 28 May 2012** - copy herewith, to be approved as a correct record and signed by the Chairman.

## **PART A – ITEMS FOR DISCUSSION AND DECISION**

- 6 **Budgetary Control Report 2012/2013 Period Ended 30 June 2012** – Report of the Assistant Director (Finance and Human Resources)

### **Summary**

The report covers revenue expenditure and income for the period from 1 April 2012 to 30 June 2012. The 2012/2013 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).

- 7 **Queen’s Diamond Jubilee Grant Schemes** – Report of the Assistant Director (Leisure and Community Development)

### **Summary**

This report informs Members of the success of the Queen’s Diamond Jubilee Grant Schemes and highlights a number of lessons that can be learnt from the introduction and co-ordination of these initiatives.

The Contact Officer for this report is Jaki Douglas (719492).

- 8 **Refuse & Recycling Services** – Report of the Assistant Director (Streetscape) – To follow.

### **Summary**

This report provides information for Members on the work being undertaken in preparation for the implementation of the new Alternate Week Collection (AWC) Service in October 2013.

The Contact Officer for this report is Sarah Elliott (719261).

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

- 9 **Consultations Relating to Health Issues** – Report of the Chief Executive.

### **Summary**

The purpose of this report is to make Members aware of three consultations relating to health issues and to authorise the Chief Executive, in consultation with the Portfolio Holder and Shadow for Health Wellbeing and Leisure, to respond on behalf of the Council.

The Contact Officer for this report is Jerry Hutchinson (719216)

- 10 **Minutes of the Recycling Task and Finish Communications Group held on 29 June 2012**

Minutes of the Recycling Task and Finish Communications Group held on 29 June 2012 to be received and noted.

## **PART C – EXEMPT INFORMATION (GOLD PAPERS)**

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

### **Recommendation:**

**That under Section 110A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.**

- 12 **Feasibility Study for the Replacement of Indoor Leisure Facilities in Coleshill** - Report of the Assistant Director (Leisure and Community Development)

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

JERRY HUTCHINSON  
Chief Executive

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

28 May 2012

Present: Councillor Phillips in the Chair

Councillors Ferro, Freer, Humphreys, Lewis, B Moss, M Moss, Payne and Wykes.

Councillors Moore, M and Y Stanley were also in attendance.

#### 1 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillor B Moss and membership of the various Town/Parish Councils of Councillors Freer (Atherstone), Lewis, B Moss, M Moss and Phillips (Kingsbury), were deemed to be declared at the meeting.

#### 2 **Presentation by Steve Whiles – Environmental Health Manager**

The Environmental Health Manager gave a presentation on the work of the Environmental Health, Commercial, Licensing and Health Promotion Division.

#### 3 **Membership of the Recycling and BOB Hubs Task and Finish Groups**

The Board was asked to consider the membership of the Recycling and BOB Hubs Task and Finish Groups for the ensuing year.

##### **Resolved:**

- a **That for 2012/13 the membership of the Recycling Task and Finish Group comprise Councillors Phillips, M Stanley, Sweet, Fowler and Humphreys. Substitutes Councillors Butcher, N Dirveiks, Davis and Payne; and**
- b **That for 2012/13 the membership of the BOB Hubs Task and Finish Group comprise Councillors Lewis, Forwood, B Moss, Barber and Hayfield. Substitutes Councillors Moore, Phillips, Holland and Johnston.**

**4 Atherstone Market**

The Assistant Director (Streetscape) requested that Members grant a month-by-month extension to the current agreement with Atherstone Town Council and Hinckley and Bosworth Borough Council in order that the results of the current arrangements and planned future actions to increase the popularity of the market can be assessed.

**Resolved:**

- a That upon the expiry of the current market management agreement at the end of July 2012, a month-by-month extension be approved; and**
- b That a further report be brought back to the Board on the future management arrangements of Atherstone Market once the summer trading period is concluded.**

**5 Leisure and Community Development Division – Project Updates**

The Board was provided with progress information relating to a number of projects that are directly relevant to the attainment of both Corporate and Sustainable Community Strategy priorities.

**Resolved:**

**That the Leisure and Community Development Division's progress in respect of the delivery of projects that are directly relevant to the attainment of Corporate and Sustainable Community Strategy priorities, be noted.**

**6 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – March 2012.**

Members were informed of progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Board for April to March 2012.

**Resolved:**

**That the report be noted.**

**7 Minutes of the Recycling Task and Finish Group meetings held on 1 March and 2 April 2012**

The minutes of the Recycling Task and Finish Group meetings held on 1 March and 2 April 2012, were received and noted.

**8 Minutes of the BOB Hubs Task and Finish Group meetings held on 2 April and 9 May 2012.**

The minutes of the BOB Hubs Task and Finish Group meetings held on 2 April and 9 May 2012, were received and noted.

**9 Exclusion of the Public and Press**

**Resolved:**

**That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.**

**10 Refuse and Recycling Services**

The Assistant Director (Streetscape) informed Members on the options available for the operation of the new Alternate Week Collection Service and the financial savings and human resource implications associated with them.

**Resolved:**

- a That an in-house alternate weekly collection of refuse and green waste is retained internally and the kerbside recycling service is tendered and the results compared to the cost of in-house provision to procure the most cost effective service;**
- b That the new service be implemented in October 2013 following the expiry of the current contract with Palm Recycling; and**
- c That work continues to evaluate the viability of future partnership working opportunities to further enhance service and financial efficiency.**

H Phillips  
Chairman

## Agenda Item No 6

### Community and Environment Board

23 July 2012

#### Report of the Assistant Director (Finance and Human Resources)

#### Budgetary Control Report 2012/2013 Period Ended 30 June 2012

### 1 Summary

- 1.1 The report covers revenue expenditure and income for the period from 1 April 2012 to 30 June 2012. The 2012/2013 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 Best Value Accounting Code of Practice (BVACOP), 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 as at 30 June 2012 is £1,268,441 compared with a profiled budgetary position of £1,256,128; an over spend of £12,313 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.
- 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 detail below.

### **3.3 Leisure Centres**

3.3.1 There is an overall under spend across the Leisure Centres of £2,540 against the profiled budget. This is further detailed below.

3.3.2 Employee related expenditure is currently £3,000 under spent, with a large proportion of this variation relating to staffing at Atherstone Leisure Complex where there is a current vacancy.

3.3.3 Income across all centres is currently £1,390 above profile. This can be split further to identify that income at the Gyms is lower than expected by £490, while income at the Centres and the Memorial Hall is £1,880 higher than expected.

3.3.4 These have been partially offset by a small over spend on Premises and Supplies and Services expenditure of £1,690.

### **3.4 Domestic Refuse**

3.4.1 The Domestic Refuse budget has an over spend of £14,983 compared to the budgeted position. There is an over spend on vehicle maintenance to date of £9,710, due to bin lift breakdowns and one of the older freighters requiring additional repairs. There are additional employee costs of £4,770 relating to bin deliveries and sickness cover, although this is partially covered by under spends on the Amenity Cleaning budget. There is a lower level of income from Clinical Waste collections (loss of customers) and Bulky Collections of £1,070.

### **3.5 Trade Refuse**

3.5.1 There is currently an over spend of £5,216 on this budget, which is due to customer cancellations and downgrades to the service requirements at this point in the year.

### **3.6 Recycling**

3.6.1 There is currently an over spend of £4,946 on the Recycling budget, which is due to expenditure on employees delivering replacement/additional bins and red boxes of £6,000, partially funded by an under spend on employees on Amenity Cleaning. This has been partially offset by a reduction in April's kerbside invoice of £1,650.

### **3.7 Amenity Cleaning**

3.7.1 There is an under spend of £11,034 on this budget, as staff time has been used elsewhere as indicated by the overspend on the Refuse and Recycling budgets (see comment 3.4 and 3.6 above) of £5,275, an under spend on transport running costs of £2,600, lower levels of asbestos and tyre fly tipping removal of £1,860 and use of refuse sacks and clothing budgets of £1,560.

### 3.8 Parks, Playing Fields and Pitches and Pavilions

3.8.1 There is currently an over spend of £5,340 on this budget, which is due to a higher than expected level of transport maintenance of £6,470, partially offset by a reduction in electricity usage on the sports pavilions of £1,265.

## 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 In summary, the majority of the Performance Indicators are comparable with the profiled position.

## 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:

- Reduction or cessation of grants expected for use in Community Development, although this has yet to materialise to date.
- Sustained economic downturn leading to reduced membership and usage at leisure facilities and reduced demand for cesspool emptying and trade refuse services.
- Maintenance issues on unadopted roads, for which there is minimal budget provision.
- Limited provision exists for dealing with contaminated land issues. If a significant item emerges, any shortfall will initially be funded from an earmarked reserve held for this service, then would need to come from General Fund balances.
- Further land drainage works that may be required, as there is no funding to cover these.

## 6 Easy Line Studio at Atherstone Leisure Complex

6.1 The table below shows the projected financial performance of the Easy Line Studio at Atherstone Leisure Complex over the 2012/13 financial year:

	<b>Projected Budget 2012/13 £</b>	<b>Profile to end June 2012 £</b>	<b>Actual to end June 2012 £</b>
Staff Expenditure	3,880	970	1,088
Equipment Payback	4,330	1,083	1,083
Contribution to Replacement Fund	2,000	500	500
Income	(18,200)	(3,220)	(4,551)
<b>Final Out-turn in 2012/13</b>	<b>(7,990)</b>	<b>(647)</b>	<b>(1,880)</b>

6.2 The table on the previous page shows that the Easy Line Studio is projected to make an encouraging profit over the year. This reflects changes made in the previous financial year to reduce the amount of staffing dedicated to the Studio and also the work undertaken by staff to effectively advertise and promote the facility. The current position is showing an improved position over the profile.

6.3 The Studio now has a stable and consistent customer base, with approximately 40 members signed up to the Studio DD package, plus an additional 25 members who have purchased the Studio DD 'Bolt On' package for their existing DD. The customers and their DD packages have benefitted from the addition of the new Vibra-Plates within the Easy Line Studio.

## 7 **Estimated Out-turn**

7.1 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 2012/13 is £5,269,530, the same as the approved budget.

7.2 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.

## 8 **Report Implications**

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

8.1.1 The Council's budgeted contribution from General Fund balances for the 2012/13 financial year is £453,408. Income and Expenditure will continue to be closely managed and any issues that arise will be reported to this Board for comment.

### 8.2 **Environment and Sustainability Implications**

8.2.1 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.

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>

**North Warwickshire Borough Council  
Community & Environment Board  
Budgetary Control Report 2012/2013 as at 30 June 2012**

Cost Centre	Description	Approved Budget 2012/2013	Profiled Budget June 2012	Actual June 2012	Variance	Comments
3072	Polesworth Sports Centre	156,290	34,604	35,218	614	Comment 3.3
3073	Polesworth Hi-Tech	(29,060)	(7,999)	(6,541)	1,458	Comment 3.3
3074	Arley Sports Centre	197,740	58,316	56,727	(1,589)	Comment 3.3
3075	Coleshill Sports Centre	294,010	84,896	89,360	4,464	Comment 3.3
3076	Coleshill Hi-Tech	(53,730)	(14,360)	(13,212)	1,148	Comment 3.3
3077	Atherstone Leisure Complex	664,560	141,098	138,033	(3,066)	Comment 3.3
3078	Atherstone Hi-Tech	(151,170)	(38,814)	(41,950)	(3,136)	Comment 3.3
3082	Memorial Hall	120,550	35,403	31,509	(3,894)	Comment 3.3
3083	Memorial Hall Bar	(2,840)	(444)	1,011	1,455	Comment 3.3
4002/4/7	Miscellaneous Public Health Services	317,100	64,187	61,847	(2,340)	
4003/6	Miscellaneous Public Health Services	105,470	24,403	23,883	(519)	
5000	Refuse Domestic Waste	1,059,100	245,642	260,625	14,983	Comment 3.4
5002	Refuse Trade Collection	(4,500)	(63,633)	(58,417)	5,216	Comment 3.5
5003	Cesspool Emptying	(25,080)	(11,512)	(13,087)	(1,575)	
5004	Recycling	469,790	129,899	134,845	4,946	Comment 3.6
5010	Amenity Cleaning	755,960	152,042	141,008	(11,034)	Comment 3.7
5012	Rapid Response	10	(1,536)	(2,539)	(1,003)	
5013	Unadopted Roads	13,790	3,295	1,991	(1,304)	
5014	Drain Unblocking & Land Drainage	19,270	4,493	4,493	0	
5015	Street Furniture	15,500	3,800	3,497	(302)	
5016	Atherstone Market	8,340	4,713	4,321	(392)	
5019	Parks & Playing Fields	485,530	156,756	162,096	5,340	Comment 3.8
5020	Play Areas	228,340	37,745	37,906	162	
5021	Public Health Act 1984 Burials	3,000	733	2,428	1,695	
5022	Sustainable Communities	2,790	-	4	4	
5023	Consultation	31,470	7,863	6,032	(1,830)	
5025	Corporate Policy	59,910	11,218	11,499	281	
5030	Rural Regeneration	17,080	2,696	2,679	(17)	
5034	Landscape	10,690	9,260	9,085	(175)	
5040	Marketing and Market Research	14,380	3,518	3,816	299	
5044	Support to Voluntary Organisations	109,640	61,572	61,583	12	
5051	Young People and Intergeneration	77,730	22,493	24,872	2,379	
5052	Community Development Environment	58,160	14,598	14,673	75	
5053	Social Inclusion and Art	21,100	5,275	5,275	-	
5054	Social Inclusion and Sport	62,760	13,980	16,572	2,592	
5055	Community Development Health Improvement	52,440	19,053	19,500	447	
5056	Community Development Safer Communities	87,710	21,918	21,458	(460)	
5058	Activities 4 U	2,690	2,645	2,002	(643)	
5059	Allotments & Biodiversity	8,310	2,077	2,077	-	
5064	QE School Artificial Grass Pitch	4,450	(1,964)	(3,864)	(1,901)	
5065	Carlyon Road Skate Park	-	-	(77)	(77)	
7700	Stronger & Safer Community Fund	-	-	-	-	
7860	Sports Club Development Officer Programme	4,920	4,882	4,882	-	
7880	Local Nature Reserves	710	11,322	11,322	-	
7890	LEADER - Baxterley Play Area	-	-	-	-	
	<b>Total Expenditure</b>	<b>5,274,910</b>	<b>1,256,128</b>	<b>1,268,441</b>	<b>12,313</b>	

**Approved Budget** **5,269,530**

- virement of Superannuation 0  
- virement of Training 3,250  
- virement of Staff recruitment 2,430  
- balance on DSO -300

**Original Budget** 5,274,910

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

Performance as at 30 June 2012

	Budgeted Performance	Profiled Budgeted Performance	Actual Performance to Date	
<b>Polesworth Sports Centre</b>				
Cost Per Visit	£4.73	£4.66	£4.60	Period 2 (May)
Income Per Visit	£2.88	£2.74	£2.36	Period 2 (May)
Subsidy Per Visit	£1.85	£1.92	£2.25	Period 2 (May)
<b>Arley Sports Centre</b>				
Cost Per Visit	£7.97	£7.88	£5.79	Period 2 (May)
Income Per Visit	£2.56	£2.37	£1.78	Period 2 (May)
Subsidy Per Visit	£5.41	£5.51	£4.02	Period 2 (May)
<b>Coleshill Leisure Centre</b>				
Cost Per Visit	£5.97	£5.55	£4.40	Period 2 (May)
Income Per Visit	£3.15	£2.96	£2.16	Period 2 (May)
Subsidy Per Visit	£2.82	£2.59	£2.24	Period 2 (May)
<b>Atherstone Leisure Complex</b>				
Cost Per Visit	£5.60	£5.20	£4.69	Period 2 (May)
Income Per Visit	£2.65	£2.86	£2.67	Period 2 (May)
Subsidy Per Visit	£2.95	£2.34	£2.02	Period 2 (May)
<b>Memorial Hall</b>				
Cost Per Visit	£6.98	£6.87	£6.72	Period 2 (May)
Income Per Visit	£2.12	£1.64	£2.09	Period 2 (May)
Subsidy Per Visit	£4.86	£5.23	£4.63	Period 2 (May)
<b>Refuse Collection - Domestic</b>				
Costs Per Household	£39.22	#REF!	#REF!	
Max missed collections per 100,000 users	25	25	29	
Expected customer satisfaction levels	94%	n/a	n/a	
<b>Refuse Collection - Trade</b>				
Gross cost per bin collected	£387.96	#REF!	#REF!	
Net cost per bin collected	-£7.44	#REF!	#REF!	
<b>Cespool Emptying</b>				
Gross cost per emptying	£65.90	#REF!	#REF!	
Net surplus per emptying	-£9.67	#REF!	#REF!	
<b>Recycling</b>				
Cost per household	£17.40	#REF!	#REF!	
Tonnes of recycle material collected - green waste	5,200	1,300	1,213	
tonnes of recycled material collected - red box	3,200	800	803	
% of waste recycled	33% +	30% +	31.5%	
<b>Amenity Cleaning</b>				
Cleanliness NI 195 (Litter and Detritus)	6%	8%	-	Not Available
<b>Parks, Playing Fields &amp; Open Spaces</b>				
Number of Pitches	20	20	20	
Number of Teams	19	19	24	
Budgeted Income per Team	£586.32	£118.95	£94.17	
<b>Play Areas</b>				
Cost of maintenance per play area	£4,876.90	£1,301.47	£1,307.11	
No. of play areas meeting the safety, DDA and Play Value standard	25/31	25/31	24/31	
<b>QE Artificial Grass Pitch</b>				
Number of Hirers (per quarter)	16	8	7	
Weekly Usage	50.00%	33.00%	30.00%	

## **Agenda Item No 7**

### **Community and Environment Board**

**23 July 2012**

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

#### **Queen's Diamond Jubilee Grant Schemes**

## **1 Summary**

- 1.1 This report informs Members of the success of the Queen's Diamond Jubilee Grant Schemes and highlights a number of lessons that can be learnt from the introduction and co-ordination of these initiatives.

### **Recommendation to the Board**

**That Members note the content of the report and ensure that consideration is given to the issues raised therein should a further "one-off" grant scheme be introduced at any point in the future.**

## **2 Consultation**

- 2.1 The Chairman, Vice Chairman and Opposition Spokesperson for the Community and Environment and Resources Boards have all had the opportunity to comment on the content of this report.

## **3 Introduction**

- 3.1 Members will be aware that a sum of £5,000 was made available from balances to each Area Forum as a one-off allocation to help fund local community and parish celebrations on the occasion of Her Majesty's Diamond Jubilee.
- 3.2 Subsequent to this, two grant award schemes were developed. The first, a Community Events scheme, offered awards of £500 to constituted groups to support events that were open to the public. The second provided £100 Jubilee Street Party awards to residents and groups wishing to hold celebratory parties. These were "closed", invitation only, events.

## **4 Grant Awards**

- 4.1 The award schemes proved to be very successful and quickly became oversubscribed. As a consequence, Members took the decision to close the schemes from 11 May 2012 (they were originally intended to be open to applications throughout the year). A total of 37 Community Events and 42

Jubilee Party grants were awarded funding, resulting in a total Jubilee Grant allocation of £22,700.

- 4.2 The table below identifies the number and cost of awards that were made under the two grant award schemes. Details of the organisations and communities that benefited from assistance are provided in Appendix A.

#### Queen's Diamond Jubilee Grants

	Community	Street Party	Total
<b>North Agreed</b>	£5,000	£800	£5,800
No. Events	<b>10</b>	<b>8</b>	<b>18</b>
<b>South Agreed</b>	£6,000	£1,200	£7,200
No. Events	<b>12</b>	<b>12</b>	<b>24</b>
<b>East Agreed</b>	£3,000	£1,200	£4,200
No. Events	<b>6</b>	<b>12</b>	<b>18</b>
<b>West Agreed</b>	£4,500	£1,000	£5,500
No. Events	<b>9</b>	<b>10</b>	<b>19</b>
<b>Total Number of events</b>	<b>37</b>	<b>42</b>	<b>79</b>
		<b>Total</b>	<b>£22,700</b>

- 4.3 In the course of running the scheme, a number of lessons were learnt and these are detailed in Appendix B. Members will wish to ensure that consideration is given to these issues should a further “one-off” grant scheme be introduced at any point in the future. Organisations and individuals were asked to provide photographs of their events, a number of which can be viewed on the Borough Council’s website.

## 5 Conclusion

- 5.1 Although there were a number of issues associated with the implementation of the grant schemes, they did prove to be an overwhelming success within the local community. If, in the future, consideration is given to providing another one-off grant scheme, it is essential that sufficient time is given to allow for the development of clear criteria and processing procedures and for the proposed award programme to be fairly and effectively promoted to enable equality of access.

## 6 Report Implications

### 6.1 Finance and Value for Money Implications

- 6.1.1 A sum of £20,000 was allocated from balances to fund the Queen’s Diamond Jubilee Grant Schemes. Due to the considerable success of schemes,

however, an additional £2,700 was required from balances to fund all of the eligible applications that had been received before the closing date.

## 6.2 Environment and Sustainability Implications

6.2.1 Both grant schemes enabled members of the community to come together and celebrate an event of significance to local people. This activity improves community spirit, a sense of belonging and more people will have got to know other members of their local community. This contributes towards sustainable communities and In turn, this may assist with tackling the fear of crime and promoting community cohesion. .

## 6.3 Links to Council's Priorities

6.3.1 The Queen's Diamond Jubilee Grant Schemes had direct and positive links to the corporate priorities in respect of:

- Access to Services
- Consultation and Communication
- Health and well-being

6.3.2 The Grant Schemes also contributed the Sustainable Community Strategy priorities concerned with "developing healthier communities", "access to services" and "raising aspirations".

The Contact Officer for this report is Jaki Douglas (719492).

## Background Papers

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

Background Paper No	Author	Nature of Background Paper	Date
None			

## AREA FORUM NORTH

	Organisation / Resident	Project	Date	Grant
Community Grants (£500)	Shuttington and Alvecote Parish Hall	Family Fun Sunday	3 June	500
	Midland's 20th Century Heritage	Baxterley Jubilee Celebration event	3 June	500
	Baddesley Ensor Recreation Ground Committee	Community Street Party and events	3 June	500
	The Friends of St. Mary's on the Heath	No Mans Heath Jubilee Garden Party	3 June	500
	Polesworth Abbey Parochial Church Council	Community Jubilee Celebratory Event	4 June	500
	Newton Regis Village Hall	Community Diamond Jubilee Celebratory Event	4 June	500
	Hazel Meadow Allotments	Street Party - Main Road, Austrey	4 June	500
	Warton Carnival Ltd	Warton Jubilee Carnival	9 June	500
	Baddesley Derby and Joan	Party for all residents at the Social Club	14 June	500
	Polesworth Carnival Committee	Polesworth Jubilee Carnival	7 July	500
Street Party Grants (£100)	St Nicholas Vicarage	Jubilee Garden Party, Baddesley Ensor	2 June	100
	Resident	Townsend Close, Newton Regis, Street Party	3 June	100
	Hunters Park Centre, Baddesley Ensor	Jubilee Party	4 June	100
	Paddock Close Community Centre (Polesworth)	Diamond Jubilee Buffet	4 June	100
	Age UK Paddocks Close (Polesworth)	Age UK Jubilee Party	7 June	100
	Baddesley Ensor - Penmire Communal Room	Communal Room Jubilee Celebration	7 June	100
	Grendon Women's Institute	Diamond Jubilee Party	1 July	100
	Baddesley Ensor Ladies Night	Jubilee Celebration		100
<b>Total</b>				<b>5800</b>

## AREA FORUM SOUTH

	Organisation / Resident	Project		Grant
Community Grants (£500)	St John's Church Hall Committee, Ansley Village	Community meals	26 May	500
	Coleshill Women's Institute	Community Sports Day Event	2 June	500
	Shustoke Allotments Association	Shustoke Party on the Allotments	3 June	500
	Maxstoke Village Hall	Jubilee Big Lunch at Maxstoke Castle	3 June	500
	Gun Hill Allotments Association	Community Fun Day	3 June	500
	Fillongley Village Hall	Diamond Jubilee "Picnic in the Park"	3 June	500
	Love Coleshill	Community Big Lunch	3 June	500
	Corley Cricket Club	Celebratory event	4 June	500
	1st Nether Whitacre Brownies	Celebratory Jubilee Event at Over Whitacre Parish Hall	4 June	500
	Corley Village Hall Management Committee	Diamond Jubilee High Tea Event	23 June	500
	The Fillongley Singers	Jubilee Concert in St Mary and All Saints Church	13 July	500
	The Whitacres and Shustoke Horticulture Society	Jubilee Show event	28 July	500
Street Party Grants (£100)	Old Peoples Bungalow Complex (plus St John's and Nursery Road's) - Ansley Common	Jubilee Celebration event at Church Hall	1 June	100
	Coleshill United Church	Celebratory Coffee Morning	1 June	100
	Resident	Doris Road, Coleshill, Street Party	4 June	100
	Resident	Penns Lane, Coleshill Street Party	4 June	100
	Resident	Castle Drive Street Party, Astley	4 June	100
	Resident	Brendan Close, Coleshill Street Party	4 June	100
	Resident	Street Party - The Green Shustoke	4 June	100
	Father Hudson's Society	Diamond Jubilee Party	5 June	100
	Resident	Kingswood Avenue, Corley - Street Party	5 June	100
	Resident	Springfields Street Party, Coleshill	5 June	100
	Resident	Ennersdale Bungalows, Coleshill - Jubilee Party	5 June	100
	Coleshill Heartthrobs	Celebratory Jubilee Party	30 June	100

**Total****7200**

## AREA FORUM EAST

	Organisation / Resident	Project		Grant
Community Grants (£500)	Hartshill Ladies Group	Indoor Jubilee Party	31 May	500
	Atherstone Royal Jubilee Fun Day Group	Jubilee Fun Day and Carnival	2 June	500
	Mancetter Village Community Association	Transport from outlying villages for events	2 and 3 June	500
	Alex Community Café	Jubilee Event at Alexandra Court	3 June	500
	Atherstone Community Carnival	Atherstone Market Square Street Party	4 June	500
	St Mary's PCC, Atherstone	A Jubilee Festival of Music and Flowers	15 and 16 September	500
Street Party Grants (£100)	Atherstone and District Social Club for the Blind	Jubilee Party at the Purley Chase Centre	30 May	100
	Atherstone District Gateway Club	Jubilee Party for members	31 May	100
	Resident	Alder Court, Atherstone, Jubilee Party	3 June	100
	Resident	The Spinney, Mancetter, Street Party	4 June	100
	Resident	Merevale Road, Atherstone Street Party	4 June	100
	WI & Youth Club in Ridge Lane	Village Jubilee Celebration	5 June	100
	Resident	Walnut Drive, Mancetter, Street Party	5 June	100
	The Grove Sport and Social Club	Whist Drive Jubilee Party 5 June	5 June	100
	Hartshill Over 50's Club	Jubilee Party members	6 June	100
	Mancetter WI	Mancetter WI Jubilee Celebratory Event	6 June	100
	Drayton Court Community Panel, Hartshill	Jubilee Party	8 June	100
	Atherstone Pensioners Convention	Diamond Jubilee Buffet Celebration	19 June	100
	<b>Total</b>			

## AREA FORUM WEST

	Organisation / Resident	Project		Grant
Community Grants (£500)	Kingsbury Methodist Community Outreach Group	Celebratory Fun Day	5 June	500
	Kingsbury Youth and Community Centre	Diamond Jubilee weekend	2 and 3 June	500
	Piccadilly Community Association	Lunch and Fun Day in Piccadilly	3 June	500
	Middleton Health, Education and Wellbeing Group	Community Picnic and Family Fun	3 June	500
	Curdworth Jubilee Committee	Diamond Jubilee Community Day	4 June	500
	Whitacre Village Hall Committee	Family Sports Day and Talent Competition	4 June	500
	Water Orton Carnival Committee	Carnival with Jubilee and Olympic theme	16 June	500
	Hurley Community Association	Village Community Games	23 June	500
	Water Orton Cricket Club	Charity Jubilee Celebration with Royal British Legion for Help for Heroes	28 July	500
Street Party Grants (£100)	The Phoenix Group, Wood End	Jubilee Celebratory Day	22 May	100
	Wood End Scout Group	Red, White and Blue - Diamond Jubilee Party	30 May	100
	Resident	Princess Road, Hurley Street Party	2 June	100
	Resident	Whateley Street Party	2 June	100
	George Road Community Centre, Water Orton	Community Centre Celebratory Event	4 June	100
	Resident	Bassetts Pole Hill Lane Street Party	4 June	100
	Resident	Overton Drive, Water Orton	4 June	100
	Resident	Dog Lane, Nether Whitacre, Jubilee Picnic Party	4 June	100
	Resident	Hipsley Lane, Hurley, Street Party	4 June	100
	Resident	Woodlands Avenue Street Party, Water Orton	4 June	100

**Total****5500**

## Queen's Diamond Jubilee Grant Schemes

### Key Lessons Learned

#### Positive

- The two grant schemes (Community Events and Street Parties) were very well received by the local community, in that both generated a good level of applications
- The schemes were noted positively by people outside North Warwickshire, some of whom tried to apply for money from the Borough Council, whilst others bemoaned the lack of help from their own authorities (including: Nuneaton and Bedworth, Stratford, Warwick, Tamworth and Birmingham)
- The Leisure and Community Development Division now has a list of local contacts who are potential "community activists", many of whom were not previously known to staff
- The grant schemes provided an opportunity to put local people in touch with one another, thereby avoiding potential clashes in the organisation of local events
- 79 community events / street parties benefited from support through the Authority. All of this activity was organised by the community and voluntary sector and it took place across the Borough

#### Negative / Problems

- Time / Timescales
  - The schemes were initially introduced at short notice, which did not leave sufficient time to draft coherent criteria or to develop and promote the schemes effectively
  - The decision making process (involving emails to relevant Area Forum Members) resulted in a wide variance in the timescales between receiving an application and confirming a grant award. The quickest decision was made in six days, the longest took nine weeks!
  - Prior thought was not given to the demands on the Officer administering the schemes. The corporate capacity does not exist to take on significant new initiatives without there being an impact on other programmes of work. In this regard, the very time intensive Diamond Jubilee grants programme adversely impacted on work in the Leisure and Community Development Division
  - The haste with which the schemes were introduced led to receipt of a high number of incomplete applications. In turn, this increased the administrative impact of the schemes
- Criteria
  - The scheme criteria were not sufficiently well defined at the outset of the programme, which caused difficulties in communicating with potential applicants
  - Decisions were taken (by Officers) not to support schools seeking financial assistance for "closed" activities taking place during the school day
  - Similarly, applications were not accepted for events proposing to levy admission charges or to make a "profit"
  - Applications were not admitted where an organisation was proposing to raise funds for itself (e.g. church funds)

- Decision Making
  - The process through which the schemes were introduced and the level of financial support made available was, at best, confused!
  - After initial consideration by Leaders' Group, a report was subsequently drafted for determination by the C&E Board
  - Reports were then written for each Area Forum (for the February round of meetings). Two of these meetings (East and North) took place before Full Council on 22 February. Area Forums South and West took place after Full Council, at which it was determined that a sum of £20,000 be provided for Jubilee Grants from balances. There was, therefore, no consistency of consideration between Area Forums
  - Not all Members understood that the £20,000 allocation was being equally split between the Forums
  - As the schemes were getting to the point of being "overspent" discussions took place with leading Members and the decision was taken to close the programme, which had been promoted as being available throughout the calendar year. Initially, any "overspend" within a Forum was to be funded through the relevant Area Forum Fund, subject to the agreement of the respective Members
  - The high volume of applications received in Area Forum South caused difficulties for Members, who initially were unable to establish a consensus on how to proceed / best support local events.
  - At Leaders Group on 14 May, Members then requested information from those in receipt of awards on what and how Borough Council money had been spent. This requirement should have been made known to applicants at the outset of the process (in order to be COMPACT compliant). The requirement also added to the internal administrative burden of the schemes. This requirement was not imposed on the organisers of street parties!

## **Agenda Item No 8**

### **Community and Environment Board**

**23 July 2012**

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

#### **Refuse and Recycling Services**

### **1 Summary**

- 1.1 This report provides information for Members on the work being undertaken in preparation for the implementation of the new Alternate Week Collection (AWC) Service in October 2013.

#### **Recommendations to the Board**

- a That Members note the work streams and project groups identified and confirm requirements for attendance on these groups;**
- b That Members agree the colour scheme for the third bin; and**
- c That Members note the confirmation of food waste collections to be included within the scheme.**

### **2 Consultation**

- 2.1. The Members of the Recycling Task and Finish Group have been sent an advance copy of this report for comment.

### **3 Background**

- 3.1 A report to the Community and Environment Board on 28 May 2012 provided clarification on the options available for the implementation of an alternate week collection (AWC) service across the Borough from October 2013.

### **4. AWC Implementation Project Groups**

- 4.1 Work has been undertaken to identify the key projects and work streams that need to be completed to ensure the successful implementation of the new waste collection services following the end of the kerbside recycling contract on 18 October 2013.
- 4.2 The three main work streams that have been identified are shown below with details of the work that needs be undertaken within each. A chart detailing the

work and indicative timescales for each group has been placed in Member Group Rooms for information.

## **5 Communication Group**

5.1 The communication group has been set up with representatives from within different areas of the Council that have the breadth of experience and skills to ensure that all elements of the scheme are communicated effectively, utilising both internal and external communication methods.

5.2 A member of the graphics team from Nuneaton and Bedworth Borough Council also sits on the group providing additional design assistance. This work is being undertaken free of charge.

5.3 Areas of work to be considered by the group include:-

- Initial consultation
- Website design and updating
- Scheme identity and branding
- Leaflets
- Media
- Trial families
- North Talk articles / Recycling special
- Borough wide drop in sessions
- Vehicle Livery
- Service calendars
- Training

## **6 Procurement Group**

6.1 A group will be set up to ensure that all services and equipment required for the new service are procured effectively and efficiently within the relevant legislation.

6.2 Areas of work to be considered by the group include:-

- Tender process for new recycling collection contract
- Procurement of waste containers
- Distribution

## **7 Operational Group**

7.1 This group will be set up with suitably qualified representatives including those involved in the current waste collection service to ensure that whichever option is agreed for the collection of recyclable materials all services are implemented smoothly.

7.2 Areas of work to be considered by the group include:-

- Routing for new service
- Distribution (alongside the Procurement Group)
- Operational staff consultation and training
- Policy development (based on comments from web site survey) including:
  - Additional waste
  - Unauthorised waste
  - Additional bins
  - Stolen / missing / damaged bins
  - Limited storage space
  - Assisted collections
  - Collection points

7.3 This group will also be responsible for collating an in house bid to ensure that the final method of service delivery is the most economically viable option.

7.4 Clarification is required as to whether Members would feel it useful to be represented on any of the proposed project groups.

7.5 The groups will meet separately to progress their projects and will report back to the Task and Finish Group and the Community and Environment Board regularly on progress and decisions that need to be made. This said each group's work will impact on the others and they will need to work closely together to ensure that timescales are met.

7.6 Each group will require financial and legal representation and advice as appropriate throughout the project.

7.7 A successful application was made to WRAP (Waste Resource Action Programme) for assistance and advice in delivering the new service. Their experience and knowledge of similar projects will help to ensure that the most effective systems and methodology are utilised by the project groups.

## 8 **Scheme Identity and Branding**

8.1 In order to begin communicating the service changes effectively the scheme will require its own recognisable identity or brand that will be used on all subsequent communication material.

8.2 Until the final decision is made as to how the service will be delivered it is not possible to give comprehensive detail on how the scheme will work in practice, once implemented. Early communication will therefore be based around the known elements:-

- An alternate week collection service
- A one bin system for collection of recyclable materials

- 8.3 In order to design branding around these known factors it is only necessary at this point to confirm the colour of the recycling bin. All other details can be added in future communications and documents once confirmed.
- 8.4 To increase efficiency across services and keep costs down it is proposed that the body of the recycling bin be black with a different coloured lid.
- 8.5 Three of the five authorities within Warwickshire that have similar systems in place have a blue lid on their recycling bins along with neighbouring authorities, Coventry City Council, Tamworth and Lichfield Borough Councils. A blue lid may therefore be deemed as consistent and recognisable. Alternatively a red lid may be seen as a natural replacement to the current red box scheme.
- 8.6 Possible issues to consider when deciding which colour lid to choose include:-
- Recycled materials content – Red plastic has a higher content of virgin material compared to “standard” colours such as grey, green and blue which are primarily made from recycled materials.
  - Cost – The colour of the lid is unlikely to affect the cost of the initial procurement of bins (26,000). Non standard colour lids may however be more expensive when purchasing smaller numbers of bins or replacement lids for repairs in the future.

## 9 **Food Waste**

- 9.1 One concern often raised when considering an AWC collection service is the prolonged storage of food waste creating odours and attracting vermin.
- 9.2 Warwickshire County Council (WCC) has confirmed that facilities for the processing of food waste collected within the green bin will be in place in time for the start of the AWC service.
- 9.3 WCC has also confirmed funding available for the purchase of kitchen caddies to enable residents to separate and store food waste prior to disposal.
- 9.4 Residents will therefore be able to continue to dispose of food waste weekly by utilising the black bin on one week and the green bin on the alternate should they wish.

## 10 **Risk Factors**

- 10.1 With the current recycling contract coming to an end in October 2013 with no option to extend it is imperative that the work streams are completed and the new scheme is implemented on time.

## 11 Report Implications

### 11.1 Finance and Value for Money Implications

11.1.1 The implementation of the new service is expected to deliver a financial benefit to the Council.

### 11.2 Environment and Sustainability Implications

11.2.1 A move to alternate weekly collections is expected to significantly increase the Council's recycling performance.

11.2.2 An alternate weekly collection will reduce the carbon emissions associated with the service and therefore the Councils overall carbon footprint.

### 11.3 Human Resources Implications

11.3.1 There are no Human Resource implications associated with the report.

### 11.4 Links to Council's Priorities

11.4.1 This links directly to the Council's priority of "Improving Recycling" as well as contributing to the aim of "Protecting public services for local people whilst maintaining a balanced budget and keeping Council Tax increases lower than inflation."

The Contact Officer for this report is Sarah Elliott (719261).

### 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 9**

### **Community and Environment Board**

**23 July 2012**

#### **Report of the Chief Executive**

#### **Consultations Relating to Health Issues**

### **1 Summary**

- 1.1 The purpose of this report is to make Members aware of three consultations relating to health issues and to authorise the Chief Executive, in consultation with the Portfolio Holder and Shadow for Health Wellbeing and Leisure, to respond on behalf of the Council.

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

- a That the Chief Executive, in consultation with the Portfolio Holder and Shadow Portfolio Holder for Health, Wellbeing and Leisure, be authorised to respond to the consultations from**
- i) the Arden Cluster on Children's Services at George Eliot Hospital; and**
  - ii) the Shadow Warwickshire Health and Wellbeing Board on the draft Warwickshire Joint Health and Wellbeing Strategy; and to future consultations from Public Health Warwickshire; and**
- b That the response by the Chief Executive to the Consultation from Public Health Warwickshire be noted.**

### **2 Background**

- 2.1 The Council has recently been consulted on three issues relating to Health and Wellbeing. These are:-
- (a) Consultation from the Arden Cluster on Children's Services at George Eliot Hospital.
  - (b) Consultation from Public Health Warwickshire on proposals to review key functions, operation model and directorate design.
  - (c) A consultation on the Warwickshire Health & Wellbeing Strategy.

### 3 Consultation

3.1 In view of the wide ranging impact of the Consultation document, a copy of the report has been sent to all Members.

### 4 Arden Cluster Consultation on Children's Services at George Eliot Hospital

4.1 On 14 May, the Arden Cluster (NHS Coventry and NHS Warwickshire) launched a consultation on proposals for the provision of Children's Services at the George Eliot Hospital. The closing date for responses to the consultation is 6 August. Members have previously received copies of the consultation document and Health representatives also attended the latest round of Area Fora, to answer any questions on the proposals.

4.2 A copy of the consultation document can be accessed through this link <http://dev.warwickshirepct.nhs.uk/CmsDocuments/609b79ef-05ce-4b98-a265-ea0fe0b3b758.pdf> Children's Services for North Warwickshire, Nuneaton, Bedworth and Coventry are currently provided from both the George Eliot Hospital and also the University Hospital in Coventry (UCHW). George Eliot also provides services for residents of Hinckley and Bosworth.

4.3 The consultation says that there is a need to make changes to services because of the small numbers of children seen at the George Eliot Hospital and therefore the limited range of conditions and illnesses doctors treat there. It states that it is important for doctors to treat a range of cases in order to maintain their skills and provide a safe service.

4.4 Following consultations with practitioners and stakeholders, a single proposal which involves all three local hospital trusts is being put forward.

The proposal is that:-

- The inpatient paediatric service is no longer provided at George Eliot Hospital, but instead provided at University Hospital Coventry.
- A new short stay paediatric assessment unit open 8 am to 10 pm seven days a week is provided at George Eliot Hospital.
- Ambulances called for children in North Warwickshire, Nuneaton and Bedworth will continue to go to University Hospital in Coventry.
- Maternity services, gynaecology services and the special care baby unit will remain in their current form at George Eliot Hospital.

4.5 As stated above, the health representatives did attend recent Area Fora meetings but, in view of the limited nature of the consultation, there has been little to respond to.

- 4.6 The main issues of concern have been covered in the comments made by Councillor Pickard, the Portfolio Holder for Health & Wellbeing. In summary, he agrees that both the clinical and organisational cases have been made and can easily be supported by evidence.
- 4.7 He goes on to point out, however, that the main area of concern relates to access. Parents, relatives and friends visiting patients could now have to travel as much as 50 miles in a round trip from the northern most parts of the Borough, compared to a 35 to 40 mile round trip now.
- 4.8 This is happening at a time when there is higher unemployment, higher fuel costs and less public transport, all of which are likely to impact on people of childbearing age.
- 4.9 The consultation has understated the community implications and consequently does not suitably address mitigation of these. This includes the principles of ensuring best contact between parents and child, which is acknowledged best practice. It is pre-existing practice to follow those principles of contact when dealing especially, but not exclusively, with infants and toddlers who are critically ill in hospital and their parents.
- 4.10 There are known problems with access to the UCHW site, particularly in relation to parking. Whilst measures are being taken to remedy this, these are not mentioned in the consultation document, nor is there any suggestion that the move will wait until changes have been put in place.
- 4.11 It would have been helpful to have looked at putting a safety net in place for those who will struggle most to deal with problems caused by lack of finances and transport.
- 4.12 One solution would be to provide additional funds to the BeeLine volunteer car booking service, to deal with parents with particular needs. Clearly, this would need discussion with BeeLine but this could be done before the move takes place in April 2013.
- 4.13 Unless Members have any other issues that they want raising in respect of the consultation, it is suggested that a response is sent based on Councillor Pickard's comments.

## **5 Public Health Warwickshire Consultation On Proposals To Review Key Functions, Operating Model and Directorate Design**

- 5.1 This document was sent out on 13 June by NHS Warwickshire Public Health department. Public Health is transferring to Warwickshire County Council and considerations are being made as to how it will operate post April 2013. There is a two stage consultation process, the first seeking views and consulting on the proposed key functions, the operating model and functions of the directorate. The consultation window for this is very short ending on 11 July, ie before this meeting.

- 5.2 Phase 2 will involve publication of the structures and consultation with the individuals affected by those structures.
- 5.3 A copy of the consultation document has been placed in each of the Group Rooms.
- 5.4 The document is fairly high level and strategic in relation to functions, but does not set out revisions to staffing structures which will be dealt with at the next meeting.
- 5.5 It sets out vision, values and strategic intent for Public Health Warwickshire and sets out what work is covered by Public Health (PH).
- 5.6 The Public Health work is built on four key pillars:-
- 1) Health Improvement - which seeks to influence lifestyle and behavioural changes that improve health and wellbeing outcomes. The Health Improvement Programmes on weight management, physical activity and smoking cessation are examples of this work.
  - 2) Health Protection - this is working to reduce the levels of communicable disease and ensuring that screening and immunisation programmes have comprehensive coverage within the local population, to ensure people's health is protected.
  - 3) Population Health - driving reductions in avoidable mortality and morbidity. Public Health utilised an evidence based approach to examine the health of the local population in order to advise on the most effective local health care solutions. The core offer to Clinical Commissioning Groups (CCGs) will be included in that element of their work.
  - 4) Wider determinance of Health - how they will work with other partners and stakeholders, particularly to District and Borough level, particularly housing, leisure, licensing, etc, in order to influence and shape more positive outcomes.
- 5.7 The document goes on to refer to how it will work internally within Warwickshire County Council, how engagement with stakeholders will take place, the functions which will transfer to Public Health England as opposed to the County Council
- 5.8 The key issue for consultation relates to the key functions, operating model and functions of the directorate, division of duties and resources and staff support.
- 5.9 This is mainly about how the new organisation is structured and works and, consequently, there is very little that I would recommend that the Council comments on.

5.10 One issue that is worth commenting on relates to health improvement.

5.11 The health improvement priorities are:-

- Making every contact count.
- Mental health wellbeing and dementia.
- Substance misuse to include drugs, alcohol and smoking cessation.
- Obesity and physical activity.

5.12 Within that heading, there is reference to commissioning approaches and states:-

- “
- The lead commissioners will work to a comprehensive commissioning cycle that is recognised nationally and to good practice standards.
  - The delivery of programmes and respective performance of providers against the programme requirements will be routinely monitored through a PH system that captures and reflects under and over performance and takes appropriate action.
  - Contract management will be a core feature of ensuring the best value is secured from contracts and will be secured through both Commissioning Support Service (CSS) and Warwickshire County Council (WCC) where agreed and will include arrangements for jointly commissioned services.
  - Proficient in commissioning practice leads will develop programmes and scope new services to fit the emerging needs of the population and seek to ensure best value is achieved for all programmes at all times.
  - Programme and commissioning leads will be effective negotiators/influencers and leads a PH work that supports and delivers to the strategic intent of the directorate.
  - A key directorate driver will be proactive and effective engagement across our stakeholders at appropriate levels in order to continuously improve, innovate and promoting PH which will be core to everything we all do. It goes on to say that “we envisage buying as we do now additional commissioning and support resource from our partners and stakeholders. This will apply to illicit substances and Making Every Contact Count (MECC) in particular where we have staff that do not work full time and are not directly employed by the directorate. We envisage these successful arrangements continuing.”

5.13 It is unclear from the document exactly what the implications of this are and this is unlikely to be clarified until Stage 2. The key issue for North Warwickshire Borough Council and the Local Community Partnership is whether there is any change to the way these services are delivered or who

they are delivered by, particularly if there is more of an emphasis on commissioning services.

- 5.14 Whilst I do not think there is a great deal that we can say in terms of challenging anything in the document, it would be worth highlighting that we would like to be consulted on the detail of any changes to the way services are provided and delivered in the Borough.

## **6 Draft Warwickshire Health and Wellbeing Strategy**

- 6.1 A central element of Government Health reform is the formation of Health & Wellbeing Boards, which bring together key partners from the NHS, Social Care, Public Health and Local Authorities. Their role is to set the strategic direction, social care and public health services, promote integration and address the wider determinance of health. Part of doing this involves publishing a joint health and wellbeing strategy that sets out to the public what their plans are. The consultation document was formally launched on the 20 June and can be accessed from this link – <http://www.warwickshire.gov.uk/healthstrategy>

- 6.2 The response date is 3 September 2012.

- 6.3 There was a pre-publication draft which officers, following consultation with lead officers, commented on sometime ago and there has been an extensive review of the document taking account of many of our views.

- 6.4 I have circulated copies of the document to officers and Members, with a view to collating a final response in time for the 3 September deadline.

- 6.5 At this stage, I am asking for authority to send a response following consultation with the Portfolio Holder and Shadow.

## **7 Report Implications**

### **7.1 Safer Communities Implications**

- 7.1.1 Some aspects of the draft Health and Wellbeing Strategy link to existing Safer Communities objectives

### **7.2 Links to Council's Priorities**

- 7.2.1 There are a number of links to the Council's Health and Wellbeing Priority in the documents.

The Contact Officer for this report is Jerry Hutchinson (719200).

**Recycling Task & Finish – Communications Group**

**2pm, 29 June 2012**

**Minutes**

**Present:** Teresa Anderson, Karen Barrow, Claire Cox, Olivia Davies, Zoe Davies, Richard Dobbs, Sarah Elliott, Paul McArthur (NBBC), Councillor Hayden Phillips

**Apologies:** Chelsey Haynes, Helen Hnatyszyn

- Paul from the NBBC design team attended to discuss communications design and share ideas with the group.
- Paul showed the group some design ideas for the new service with the slogan 'Simply 3 bins'.
- The group discussed north talk. There will be a special recycling edition of north talk before the service launch. The April 2013 issue will ask for families to undertake a trial. Information to be included in other issues.
- Paul and KB discussed the NWBC branding which would need to be used for the new service. Special edition north talk, designed by NBBC, will need to maintain the same design/branding as other issues.
- The group discussed the colour of the new bin. Suggestion that only the lid colour is different with the body black/grey with minimal branding. This allows for swapping bin bodies between services and being able to help out other LA's if any problems arise.
- Likely bin lid colour is either red or blue. Blue to match that used elsewhere in Warwickshire or red to match the 'Red Box Service'. Recommendation to be made at next C&E board regarding bin lid colour.
- A discussion was held about the outcome of red boxes currently in use and if these could be recycled to create the new bin lids.
- RD confirmed the new service would include the introduction of a food waste collection (in the green bin) and WCC will fund cost of a kitchen caddy for each household.
- The group mentioned that it is important to keep local media in the loop with updates about the new service.

**Actions:**

- OD/ZD/TA to create suggested content for a telephone survey regarding the new service (to replace bulky waste survey).
- OD to circulate copy of the 50 comments received so far through the new service online feedback form.
- OD to create FAQ's for website

- OD/ZD/SE to email Paul a list of promotional materials requiring design
- Paul to send brand designs to SE to include at the next Recycling T&F group.
- KB to email Paul the NWBC logo and details of corporate branding for design.
- RD/SE to write C&E board report regarding bin lid colour.
- SE to check price of red plastic and blue plastic for C&E board report
- ZD to provide CC and TA with a kitchen caddy and liners to trial.

**To be added to the new campaign schedule:**

- Stall/banner/comments forms at start of area forum meetings and parish council meetings.
- Advertising boards at public toilets
- Decision regarding red boxes once new service is in place
- Video to demonstrate how to use a kitchen caddy and explain why food waste can be placed in the green bin when it was not accepted before
- Phil the bin mascot and associated Twitter account