

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Leisure & Environment Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts, NG24 1BY on Tuesday, 25 June 2019 at 6.00 pm.

PRESENT: Councillor R Jackson (Chairman)
Councillor N Mison (Vice-Chairman)

Councillor L Brailsford, Councillor S Carlton, Councillor M Cope,
Councillor D Cumberlidge, Councillor Mrs L Hurst, Councillor
B Laughton, Councillor J Lee and Councillor Mrs Y Woodhead

IN ATTENDANCE: Councillor L Goff

APOLOGIES FOR Councillor P Harris (Committee Member)

ABSENCE:

1 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

Councillor S Carlton declared a personal interest in Agenda Item No. 5 -Active4Today – Annual Report 2018-19 and Item No. 6 – Proposed Changes to leave arrangements of the Council’s Leisure Centre with Active4Today, as he is a Board Member of Active4Today.

2 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

Other than the Council recording in accordance with usual practice, there were no declarations of intention to record the meeting.

3 MINUTES OF PREVIOUS MEETING

AGREED (unanimously) that the Minutes of the meeting held on 19 March 2019, be approved as a correct record and signed by the Chairman.

4 ACTIVE4TODAY - ANNUAL REPORT 2018-19

The Committee considered the report of the Director – Communities & Environment which updated the Committee on the performance of Active4Today for the financial year ending 31 March 2019.

It was reported that Company turnover had increased by a modest 1.3%, however, this should be considered positively in light of the problems the Company encountered in respect of the loss of water space at the Dukeries Leisure Centre and subsequently at South Forest and latterly Wellow House School and accordingly the efforts of the Company should be noted in respect of its efforts to maintain a positive trading position despite this setback which was not within the control or influence of the Company.

Performance overall had been maintained through a favourable growth in adult membership of 3.34% achieved through a combination of promotions, guest passes

and wider community engagement. In addition to the adult membership base, there had been considerable growth in leisure centre visits from the under 16's market, an increase in users from deprived areas and an uplift in referrals through health professionals following more focussed work by the Sports Development Team.

In light of the adoption of the Community Plan 2019-2023 a review of Active4Today's Key Performance Indicators (KPI's) had been undertaken and the proposed basket of new KPI's which reflected the priorities of both the Council and Active4Today would be reported to future Leisure and Environment Committees and was attached at Appendix 1V for member approval.

During the period 1 April 2018 to 31 March 2019, the financial statements showed that the Company recorded a net operating surplus of £22,453 factoring in the full management fee payable by the Council of which 50% (£60,610) was currently on retention. £239,987 was spent on repairs and renewals which was £87,487 over the budget provision anticipated for the year. The operating surplus therefore represented a strong financial performance from the Company in 18/19 given the level of re-investment in the Council's asset base.

It was also reported that within the accounts the provision for pension deficit was now shown as a net liability in the Balance sheet and was in accordance with generally accepted accounting treatment. The net liability had always existed, however as the company's accounts were not subject to audit in previous years, the liability was not provided for in the company's accounts and was, instead, disclosed as a note to the accounts. The company, as a wholly owned subsidiary of the Council, was now required to have an audit and therefore had accounted for assets and liabilities of the pension fund on the face of the Balance Sheet. The value of the assets and liabilities would be re-valued every 3 years with the next review being undertaken this year, however, this was an accounting protocol for member information only.

The Company's earmarked usable reserves, as at 31 March 2019 stood at £400,130 an increase of £22,453 on the balances held at 31 March 2018.

At the 22 January 2019 meeting of Leisure & Environment Committee, a decision was taken to review the Company's 2018/19 outturn position in order that Committee could form judgements on the management fee payable in 2019/20. This decision would continue to look prudent at this time given the surplus position achieved at year-end, the significant reserves held by the Company and the fact that Leisure & Environment Committee approved a three year pricing strategy 2019-22 which included some modest price increases where the Company believed there was scope to do so. Accordingly it was proposed that 50% of the management fee for 2019/20 (£60,610) be paid to A4T and the remaining 50% held in abeyance pending a review of in-year performance by A4T given the loss of the pool at the Dukeries which had resulted in a downturn in membership and income at this site.

In addition to paying a management fee to Active4Today to operate leisure and sports development services, the Council also paid a cash sum to the Company to provide strategic management support to Southwell Leisure Centre Trust, as well as 'donating' a number of central services such as human resources and ICT. The cash element the Council was due to pay Active4Today for providing strategic management support to

the Trust in 2019/20 was £80,850 and that £15,000 would now be contributed by the Southwell Leisure Centre Trustees. Southwell Leisure Centre had also seen growth in over 60's and adult membership base as well as an increase in health referrals.

A Member sought clarification regarding the work undertaken to date for the new swimming pool and the facilities available at the Dukeries Leisure Centre. The Senior Health and Community Relations Officer confirmed that the new pool was at the feasibility stage. A meeting would take place with the supplier on the 18 July 2019, which would look at the outcome of the feasibility report and if satisfactory move onto the next phase. The Managing Director Active4Today confirmed that the facilities at the Dukeries Leisure Centre were maintained to a good standard and had received some significant investment.

A Member questioned the indicative date of early 2020 for the new pool and queried why Officers were still at the feasibility stage as it was thought that stage was completed. The Director – Communities & Environment confirmed that a meeting would take place with the supplier mid-July, after that meeting the plan would go to the detailed design stage, subject to the cost being within the envelope agreed by Council and included in the capital programme. An updated programme plan provided by the contractor would also be available at this stage. A report would be presented to the 24 September 2019 meeting of the Committee. It was confirmed that information would also be circulated to Members of the Committee after the July meeting.

A Member declared an interest as his daughter was an elite sports woman and commented that the district was missing an opportunity to support elite sports persons as the current scheme only supports athletes that have reached the national level of their sport. He commented that there was a management fee of £121,000 for sports development, but the elite sports persons were not allowed to have free access to Council leisure centres due to this restriction in the Talented Athletes grant criteria. It was felt that if a sports person reached a regional level the Council should allow them to access facilities free of charge. The Senior Health and Community Relations Officer confirmed that the Grant Aid scheme criteria was being looked at in light of the Community Plan and currently did not provide free access for athletes competing at regional level. A proposed change to the scheme will be considered by review panel to allow free access to athletes competing at regional level.

AGREED (unanimously) that:

- (a) the positive performance of Active4Today in 2018/19 be noted;
- (b) the operating agreement between the Council and the Company is under review and any significant changes to the agreement will be brought to a future meeting of the Committee;
- (c) the retained management fee for 2018/19 of £60,610 be paid to Active4Today based on the year end outturn;

- (d) 50% of the management fee (£60,610) for 2019/20 be paid to Active4Today and the remaining 50% held in abeyance pending a review of in-year performance by A4T;
- (e) the Southwell Leisure Centre management fee of £80,850 be paid to Active4Today which represents the Council's contribution;
- (f) the proposed Key Performance Indicators reported be approved; and
- (g) information be circulated to Members of the Committee following the 18 July 2019 meeting with the contractors and a report be presented to the 24 September 2019 meeting of the Leisure and Environment Committee setting out the progress with the development of the pool.

5 PROPOSED CHANGES TO LEASE ARRANGEMENTS OF THE COUNCIL'S LEISURE CENTRES WITH ACIVE4TODAY

The Committee considered the report of the Director – Communities & Environment which sought approval to grant permission to Active4Today (A4T), as per the terms and conditions of the current lease, to build an extension on Blidworth Leisure Centre to accommodate a steam and sauna facility.

A4T was proposing a small extension to the Blidworth Leisure Centre to accommodate a steam and sauna facility. The proposal would improve the local offer for centre users and would be funded from a combination of A4T reserves and Section 106 monies secured from a housing development scheme (AG1040) for the improvement of leisure facilities in Blidworth. Currently the cost envelope for the proposed work was estimated to be £75,000 and £30,973.15. Section 106 funding had been secured and allocated to the project proposal. The current lease did not make provision for A4T as tenant to extend the existing buildings therefore approval was sought to enable this investment in the centre and local offer to users to proceed. The business case for the proposal was outlined in the A4T report. The Capital Programme included a budget of £30,980 to make the transfer of Section 106 monies to A4T towards the work.

A Member commented that it was good that the Authority was investing in steam and sauna facility's and asked if this facility could be brought back to Newark.

AGREED (with 9 votes For and 1 Abstention) that the Leisure & Environment Committee recommend to Policy & Finance that:

- (a) Active4Today be granted permission to extend Blidworth Leisure Centre for the purposes of a steam and sauna facility subject to the legal position being agreed; and
- (b) the creation of £75,000 capital budget within the 2019/20 capital programme, to be financed by £30,980 from S106

monies and the remainder of £44,020 to be financed from the Councils general fund capital resources subject to the conclusion of the legal discussion being finalised.

6 UPDATE ON THE BETTER CARE FUND

The Committee considered the report of the Director – Communities & Environment which provided an update on the schemes that had been delivered from funding from the district's allocation of the Better Care Fund.

The Business Manager Public Protection suggested an amendment to recommendation (b) and that 'subject to the feasibility of finding buildings available for adaptation' be included.

The specific element of the Better Care fund was allocated for the statutory delivery of Disabled Facilities Grants across the district. In circumstances where the DFG allocation was in excess of that required to meet the demand for DFGs the local authority was empowered to use the remaining allocation for 'wider social care capital projects'.

The terms of reference for the Better Care Fund Programme Board were contained within the report. The report also detailed the delivery of local schemes in 2018/19. The initial total allocation for 2018/19 was £946,838. In December 2018 the Government made some additional funding available and the Council was able to secure a further £106,844 towards the delivery of its mandatory improvement DFG programme. The Allocation from central government for 2019/20 was £1,021,695. The report provided the indicative costings for each of the programmes for the carry forward from 2018/19 and 2019/20 allocation.

A Member asked if Members could be provided with more information regarding the better care fund in order for them to provide the information to their electorate. It was confirmed that information would be circulated.

AGREED (unanimously) that:

- (a) Members note the schemes that are funded for 2019/20 and information packs be provided to Members of the Leisure and Environment Committee ; and
- (b) a new scheme to develop temporary adapted accommodation be supported subject to the feasibility of finding buildings available for adaptation.

7 THE CLEANER, SAFER, GREENER CAMPAIGN

The Committee considered the report of the Director – Communities & Environment which updated Members on the achievements from the successful Cleaner, Safer, Greener campaign which ran from July 2018 to March 2019; and the plan for embedding the work of the Cleaner, Safer, Greener Campaign into

the everyday work of the Council.

Members considered the campaign very successful but felt that at present it was very Newark central. It was felt that the campaign should be spread across the west of the district so that everyone would benefit from the scheme.

The Director – Communities & Environment informed the Committee that when the Cleaner, Safer, Greener campaign was launched earlier in the year, the Council had a day of action in Ollerton. The scheme was then rolled forward for Blidworth, Hawtonville and Bridge. The next stage of the campaign was to talk to Ollerton and Southwell and roll out the scheme into those areas.

Members were also asked if they would like to undertake a tour around the Materials Recovery Facility at Mansfield. It was confirmed that a date would be circulated to Members of the Committee

AGREED (unanimously) that:

- (a) the report be noted;
- (b) Members endorse the Cleaner, Safer, Greener Campaign being embedded into the work of the Council and extent the work throughout the district as outlined within the report; and
- (c) a date for the tour around the Materials Recovery Facility at Mansfield be circulated to Members of the Leisure & Environment Committee.

8 LITTERING FROM VEHICLES - CIVIL PENALTY

The Committee considered the report of the Director – Communities & Environment which sought Member approval to adopt the provisions of The Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018 which would facilitate the issuing of Civil Penalties to the registered keeper of a vehicle from which littering had taken place.

AGREED (unanimously) that:

- (a) Members agree to adopt the powers contained in The Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018 as detailed in sections 4.3 to 4.7 of the report, to facilitate the issuing of Civil Penalties to the registered keepers of a vehicles from which littering had taken place; and
- (b) Officers of suitable experience and training be authorised in writing under this legislation to carry out such enforcement duties.

(Councillor B Laughton left the meeting at this point).

9 GRAFFITI POLICY

The Committee considered the report of the Director – Communities & Environment which sought approval for a new Graffiti Policy for Newark and Sherwood.

The Policy set out the approach that the Council would take to new graffiti. As stated within the report the current informal policy had allowed for the removal of certain types of graffiti but that had left a certain level of residual graffiti. It was proposed that a dedicated team be assigned the task of removing the old residual graffiti from all areas of the district. Once that was complete (it was anticipated that would be a period of 3 months) the timescales for graffiti removal as set out in the Policy would become operational.

In order to facilitate the removal of as much graffiti as possible, subject to the receipt of owner approval, the Council would remove graffiti free of charge from both privately and commercially owned domestic premises up until 31 March 2021 when that would be reviewed.

In addition, the Council would work in partnership with other organisations on diversionary art projects and workshops, particularly in relation to murals and public art which made a positive contribution to the area, reflect the community and discourage tagging.

The estimated cost of back filling posts to allow for a dedicated team to operate was £10,000. It was proposed that the funding for this be allocated from the High Street Fund.

A Member sought clarification regarding whether there was staff available to undertake this work. It was confirmed that there was a team of staff who were trained to use the cleaning equipment for the removal of graffiti.

A Member also asked what the Council was doing to prosecute the sale of spray paints to minors. The Business Manager Public Protection confirmed that the purchaser of spray paints had to be over 16 years. Trading standards had been asked to reiterate that law to shops in the district. The Council had contacted Halfords and automotive suppliers advising them of the law. The Challenge 25 scheme may also be introduced for the sale of spray paints to replicate that of the purchase of alcohol.

A Member suggested that there was a number of old bridges in Newark which were out of sight and may be used as graffiti walls with the agreement of Sustrans. The Business Manager Waste, Litter and Recycling commented that on the grounds of health and safety he was unsure whether the Council should be encouraging this as the graffiti artists may lean and fall off the bridge when working.

AGREED (unanimously) that:

- (a) the Graffiti Policy be approved; and

- (b) the use of the High Streets Community Clean Up funding for backfilling the posts to allow a dedicated team to remove old graffiti be approved.

10 HAWTONVILLE COMMUNITY CENTRE MANAGEMENT SIX MONTHLY PROGRESS REPORT

The Committee considered the report of the Director – Communities & Environment which provided an update in respect of Hawtonville Community Centre and the progress being made following the transfer of the management of the centre to Reach Learning Disability (RLD), a local charity supporting vulnerable adults in Newark & Sherwood, through the granting of a three year tenancy agreement.

The move to the Hawtonville Community Centre was reported as a huge success and the service users saw the centre as their home. The ground floor of the centre was occupied by RLD Monday to Friday 8.00am to 5.00pm and community access was available from 5.00pm to 10.00pm in three communal areas during evenings and weekends. The first floor rooms were occupied by Reach Care following improvements including the installation of air conditioning, improved security, decoration and new carpeting funded by RLD. Community use of the centre equated to 905 hours for the year which represented 41% of the available community time which was likely to increase in the future. The income from the community use was £4,996 for the year with operating costs estimated at £11,104 therefore RLD had subsidised the community use in the first year to the sum of £6,108, which had been agreed in lieu of rent payment to the Council. RLD had also reported a dramatic reduction in the levels of Anti-Social Behaviour following a change in operating procedure and improved CCTV provision and would continue to monitor the situation and liaise with Council colleagues to maintain a safer environment.

AGREED (unanimously) that the content of the progress report detailing activities and services delivered to the community through Reach Learning Disability's occupation and management of the Hawtonville Community Centre in 2018/19, be noted.

11 UPDATE ON THE NEIGHBOURHOOD WARDENS

The Business Manager Public Protection provided a verbal update regarding the Neighbourhood Wardens.

The appointments for the Neighbourhood Wardens had been approved September 2018. The first warden was appointed late October 2018 and had been a former dog warden and knew the area. The second officer was appointed January 2019 and had the associated skills. The remaining two officers were appointed May 2019. There were four neighbourhood wardens in total, all with complementary skills from different backgrounds.

A two shift system had been developed 8.00am – 8.00pm; 8.00am – 4.00pm was the morning shift, 12.00pm – 8.00pm the afternoon shift. All four wardens were on duty during the four hours in the middle. The times were also split to North/South so there was always cover.

The wardens worked closely with other agencies and the Police and there was a designated Town Centre Officer who also worked with the Police. They also worked with the Anti-Social Behaviour Officers, Park Rangers, Housing Officers and Environmental Health Officers and also reported and investigated fly tipping and were the first contact point for graffiti.

It was also reported that since January 2019 fixed penalty notices had been issued, one for fly tipping. Work had been undertaken regarding street drinkers causing disturbances in the Town Centre and anti-social behaviour and damage to parks.

Work had been undertaken regarding reported dog fouling on the Southwell trail and Officers had spoken to dog owners and dog litter bags had been handed out.

The wardens were available to talk to Town and Parish Council's and would support any litter picking schemes being undertaken in the district.

The Chairman asked that any information packs available be sent to Town and Parish Council's.

A Member commented that a lot of issues happened outside of working hours and Members needed to be able to contact someone to address those issues.

The Chairman commented that the Neighbour Wardens were working until 8pm which was a step forward. The Business Manager Public Protection commented that the Wardens also provided cover on Saturdays which was an expansion of working hours. He also informed Members that CCTV staff had a list of Officers contactable out of office hours.

AGREED that the verbal update be noted.

12 NOTTINGHAMSHIRE LOCAL AUTHORITIES CARE LEAVERS LEISURE OFFER

The Committee considered the report of the Director – Communities & Environment which updated Members in respect of the progress made for a Nottinghamshire Local Offer for Care Leavers with specific respect to the development of a countywide leisure offer following Policy & Finance Committee's approval to support this initiative at its meeting 21 February 2019.

AGREED (unanimously) that the report be noted.

13 MANSFIELD AND DISTRICT CREMATORIUM JOINT COMMITTEE - ANNUAL STATEMENT OF ACCOUNTS

The Committee considered the report presented by the Business Manager Financial Services, which presented the Annual Statement of Accounts for the Mansfield and District Crematorium Joint Committee. The relevant Minute from the 28 May 2019 meeting of the Mansfield and District Crematorium Joint Committee was also appended to the report for information.

AGREED (unanimously) that the Annual Statement of Accounts for the Mansfield and District Crematorium Joint Committee be noted.

14 URGENCY ITEM - TO APPROVE THE COUNCIL'S RESPONSE TO THE 'FUTURE ARRANGEMENTS FOR NHS COMMISSIONING ACROSS NOTTINGHAM AND NOTTINGHAMSHIRE'

The Committee noted the decision to approve the Council's response to the 'Future Arrangements for NHS Commissioning across Nottingham and Nottinghamshire'.

The Chairman requested that the Clinical Commissioning Group (CCG) be invited to the 19 November 2019, meeting of the Committee to provide an update regarding the NHS commissioning.

AGREED (unanimously) that:

- (a) the urgency item be noted; and
- (b) the CCG be invited to the 19 November 2019 meeting of the Committee to provide an update regarding the NHS commissioning.

15 LEISURE & ENVIRONMENT COMMITTEE FORWARD PLAN (1 JUNE 2019 TO 31 MAY 2019)

The Leisure & Environment Committee Forward Plan was provided for Member information. Members were encouraged to submit any areas of work they wanted to address for the forthcoming year.

The following items were requested:

- Waste Review, researching what other local authorities do regarding food waste, tetra packs, glass etc. It was confirmed that this would be addressed in the Waste Review presentation.
- Wheelie bin sizes (would like confirmation that the policy regarding bin sizes was working).
- Bulky waste collection (look at policy to see if bulky waste could be offered complementary to stop fly tipping), this would be addressed in the Fly Tipping report to be presented to the September Committee.
- Review of play parks.

NOTED the Forward Plan.

16 HEALTH & WELLBEING

The Leisure and Environment Committee Vice-Chairman informed the Committee of

the Health & Wellbeing Board meeting he had attended at the beginning of June 2019; the main agenda item was the poor air quality in Nottinghamshire and the need to strengthen the strategy for cleaner air in Nottinghamshire.

Meeting closed at 8.10 pm.

Chairman