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Monday, 16 September 2019

**Chairman: Councillor R Jackson
Vice-Chairman: Councillor N Mison**

Members of the Committee:

**Councillor L Brailsford
Councillor S Carlton
Councillor M Cope
Councillor D Cumberlidge
Councillor Mrs G Dawn
Councillor P Harris
Councillor Mrs L Hurst
Councillor B Laughton
Councillor J Lee
Councillor Mrs Y Woodhead**

MEETING: Leisure & Environment Committee

DATE: Tuesday, 24 September 2019 at 6.00 pm

**VENUE: Civic Suite, Castle House, Great North Road,
Newark, Notts, NG24 1BY**

**You are hereby requested to attend the above Meeting to be held at the time/place
and on the date mentioned above for the purpose of transacting the
business on the Agenda as overleaf.**

If you have any queries please contact Catharine Saxton on catharine.saxton@newark-sherwooddc.gov.uk.

AGENDA

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| 1. | Apologies For Absence | |
| | An apology for absence was submitted on behalf of Councillor | |
| 2. | Declarations of Interest by Members and Officers and as to the Party Whip | |
| 3. | Declaration of any Intentions to Record the Meeting | |
| 4. | Minutes of the meeting held on 25 June 2019 | 4 - 14 |
| 5. | Sherwood Forest Hospital NHS Foundation Trust Presentation | Verbal Report |
| Part 1- Items for Decision | | |
| 6. | Proposed Investment In Waste And Grounds Maintenance Services Following Service Reviews And Resident Survey Feedback | 15 - 18 |
| 7. | Fly Tipping Within Newark & Sherwood - A Coordinated Campaign And Enforcement Approach | 19 - 22 |
| 8. | Proposed Plan Of Action In Response To The Council's Declaration Of A Climate Emergency | 23 - 32 |
| Part 2- Items for Information | | |
| 9. | Active4Today - Covering Report | 33 - 48 |
| 10. | Comparison Of Local Authority Services | 49 - 56 |
| 11. | Urgent delegated decision in relation to the new Dukeries Pool | 57 - 58 |
| 12. | Leisure & Environment Committee Forward Plan (1 September 2019 to 17 March 2020) | 59 - 60 |
| 13. | Health & Wellbeing | Verbal Report |

Confidential and Exempt Items

There are none.

14. Exclusion of the Press and Public

To consider resolving that, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

Agenda Item 4

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 ABSENCE: Councillor P Harris

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

LEISURE & ENVIRONMENT COMMITTEE

24 SEPTEMBER 2019

Proposed Investment in Waste and Grounds Maintenance Services following Service Reviews and Resident Survey Feedback

1.0 Purpose of Report

- 1.1 To update members in respect of the proposed investment in, and realignment of, Environmental Services, including Street Cleansing, Refuse and Recycling, Transport, Parks and Grounds Maintenance. This investment is to focus these functions towards effective delivery of the Community Plan.
- 1.2 To update members in respect of the wider development of environmental services within the remit of Leisure and Environment Committee, namely:
 - a) Street Cleansing
 - b) Waste and Transport

2.0 Governance

- 2.1 The Environmental Services within the scope of the development outlined in this report include; Street Cleansing, Refuse and Recycling, Transport, Parks and Grounds Maintenance. It is relevant to treat these as a connected portfolio of services as there are synergies across the functions despite the services reporting into different Committees – namely, Leisure and Environment and Economic Development.
- 2.2 Therefore, this report will provide an overview of the whole project to put the services related to the remit of this Committee into context and a similar report has also been presented to Economic Development Committee in the same September cycle. This development is about engaging with opportunities for change across environmental services realigning to deliver the activities within the Community Plan. The resource to deliver this project comes from reappportioning of positive variance from within the revenue budget and endorsement for this redistribution will be sought at Policy and Finance, on 26 September 2019, as the Committee with overall control for finance and delivery of the Community Plan. This will impact services which report into this Committee, namely; Waste and Transport, as well as Parks and Open Spaces which reports to Economic Development.

3.0 Background Information

- 3.1 Environmental Services are vital to the Council; they impact the lives of residents every day both in their homes and as they walk through the district's streets and parks. These front line services, and their performance in the streets and green spaces across the district, are valued by our residents. This is demonstrated in the 2018 Resident Survey when residents were asked 'what is the most important service?' and they selected 'refuse collection and recycling' as fourth most important closely followed by 'keeping streets and public areas clean and tidy.' Similarly, one of the largest themes in the resident comments was that the Council should address 'cleaner' issues, most notably fly tipping, littering and dog fouling whilst 90% of respondents said it was important or very important to them be able to live

in a sustainable and environmentally aware way. Another theme from resident comments was requests to improve care of green spaces, parks, roundabouts and verges.

- 3.2 This ties into the legacy of the “Cleaner, Safer, Greener” campaign, launched in July 2018, which saw Newark and Sherwood District Council pledge to make the District a Cleaner, Safer and Greener Place. The campaign’s Council wide focus on the front line issues that impact residents every day was a great success and it re-energised and refocused the Council on the streets and green spaces across the district. It also led to an increase in the reporting of littering and environmental crimes and the Council need to be able to meet this demand to maintain the positive engagement developed through the campaign.
- 3.3 In recognition of the importance of these services and to maintain the focus and drive created by Cleaner, Safer, Greener a diagnostic review was undertaken, by Waste Consulting, of the Council’s Grounds Maintenance and Waste services, including Trade Waste and Street Cleansing. This review identified areas where efficiencies could be made and services improved and developed, as well as opportunities for commercial growth of services.
- 3.4 As a result of this a project is underway to deliver the action plan resultant from this review working to deliver the following Community Plan objectives;

“Improve the cleanliness and appearance of the local environment” and

“Protect, promote and enhance the district’s natural environment”

As well as develop the Grounds Maintenance, Trade Waste and Garden Waste Services to

“Generate more income, improve value for money and increase residents’ satisfaction with the Council”

4.0 Proposals

4.1 Impact on Street Cleansing

The review found the Street Cleansing service to be a quality value for money service. Therefore, the project actions are targeted activities to improve performance further including; zoning the streets outside of town centres so that areas that require it are cleaned regularly and changing staff deployment in town centres to provide cover in the evenings and weekends. This project will also see the creation of a new ‘Action Team’ created through the realigning of in-service resources.

This team will have a similar function to the ‘Litter Hit Squads’ but with a wider range of skills. This new multi-disciplined team will be able to undertake cleansing duties as well minor ‘hard works’ such as pruning, weeding and pothole filling on Council land. This will mean a single team can respond to a multi-faceted service request ensuring an efficient and responsive street cleansing service. This additional capacity will also help the service respond to the large number of service requests in a timely manner. There has been a 32% increase in the number of requests relating to litter and street cleaning as a result of C,S,G. They would affectively become a mini ‘day of action’ team supporting communities and increasing resident satisfaction across communities.

4.2 **Impact on Waste and Transport**

Regarding waste the review found Refuse and Recycling to be a good service as demonstrated by the Resident Survey's high satisfaction rating and the low missed bin count. For this service the project will focus on delivering efficiency in domestic collections to make available savings to be reinvested in Street Cleansing namely the creation of the 'Action Team'. Regarding Trade and Garden Waste, the project will focus on developing the good services already offered by adapting how collections are made, and customers are charged, to best practice methods.

4.3 **Wider Development**

The project aims to develop environmental services in line with the Community Plan with a focus on delivering quality value for money services and impacts the services outlined above as well as services which report into Economic Development;

Grounds Maintenance

During the project a package of works will be undertaken to develop the service such as; transitioning to a digital system of task recording, introducing zero-based budgeting and developing staff succession planning. This will get the service to a solid foundation from which it can be grown as a commercial service.

Parks

During the project the Grounds Maintenance and Parks services will be separated into two distinct functions; as the focuses of these services are different. Parks development is community led whereas grounds maintenance is a commercially operated service that focuses on delivering quality to its customers and, as such, the two services should be separated and an SLA agreed for the maintenance of parks. This will allow the Parks Development service to connect more directly with communities and their green spaces.

4.4 **Review of Environmental Services**

This project also includes a cross-unit review to realign staffing resources to achieve the actions outlined above and deliver the Community Plan objectives as well as improve succession planning across all service areas. All business units involved in this review will be consulted with and any outcomes will be subject to consultation with affected employees and the recognised Trades Unions. It is therefore not appropriate to go into any more detail in public in relation to staffing matters as this is subject to formal consultative processes.

This project will also work to create a Waste & Grounds Maintenance Strategy outlining how the services can work to deliver the Community Plan and prepare for the results of the National Waste Strategy. This strategy will be created through collaboration between operational officers and key members who can reflect the views of the public the services are accountable to. This will be facilitated by Waste Consulting. The intention is to bring a strategy back to Committee early in 2020.

4.5 **Waste Consulting**

Waste Consulting will be working with the Council throughout this project using their specialist knowledge to provide critical insight into the services and working alongside staff to help deliver the actions outlined above.

5.0 Equalities Implications

5.1 Equalities impact assessments will be completed where appropriate for activities taking place within this project.

6.0 Financial Implications – FIN19-20/4069

6.1 At the time of writing, the investment required to deliver this project can be supplied through underspends in year. Any one-off costs, and the costs for the external consultants (WCL) will be funded from the Change Management Reserve. As such, there are no further implications on the budget.

6.2 Approval from the Policy & Finance Committee will be required for any Capital costs, such as the 'Action Team' vehicles and equipment and, once it is known what is required, this will be brought to Committee under separate cover.

7.0 Community Plan – Alignment to Objectives

7.1 This project links to the corporate objectives to “improve the cleanliness and appearance of the local environment” and “protect, promote and enhance the district’s natural environment” whilst the development of the Garden Waste, Grounds Maintenance and Trade Waste services contribute to the objective to “generate more income, improve value for money and increase residents’ satisfaction with the Council.”

8.0 RECOMMENDATIONS: that

- (a) Members to endorse the development of Environmental Services as outlined above and recommend that further progress updates be brought back to Committee; and
- (b) Members from both the Leisure and Environment Committee and Economic Development Committee will be consulted regarding the development of the Strategy (see 4.4.). Details of the sessions facilitating this development will be circulated in autumn 2019.

Reason for Recommendations

To deliver the improvements required to ensure delivery of the Community Plans’ objectives.

Background Papers

Nil

For further information please contact Ella Brady on Ext.5279

Matthew Finch

Director of Communities & Environment

LEISURE AND ENVIRONMENT COMMITTEE

24 SEPTEMBER 2019

FLY TIPPING WITHIN NEWARK & SHERWOOD – A COORDINATED CAMPAIGN AND ENFORCEMENT APPROACH

1.0 Purpose of Report

1.1 To inform members of the current situation regarding fly tipping within the district and to seek Member support for a coordinated campaign with the aim of reducing incidents and the associated clean-up costs, through increased reporting, education and enforcement.

2.0 Background Information

2.1 Members will be aware that the Council's Cleaner, Safer and Greener Campaign was very successful in raising the public's awareness of the importance of the cleanliness of the local environment. This has been reflected in the council's Community Plan as there is an objective specifically to address this issue (see section 6.0 below.)

2.2 Fly tipping is the illegal disposal of household, industrial, commercial or other "controlled" waste without a waste management licence. The waste can be liquid or solid. Fly tipping is not the same as littering.

How big is the problem?

2.3 Nationally the latest figures show that:

- For the 2017/18 year, local authorities in England dealt with just under 1 million fly tipping incidents.
- Two thirds of fly tips involved household waste
- Local authorities carried out 494,000 enforcement actions in 2018/19.

2.4 Locally our latest figures show that

- During financial year 2018/19 the Council removed 1,438 fly tips giving a combined weight of 361.89 tonnes
- Our average response time to reported incidents was 2.0 days
- 2019/20 financial year so far 425 fly tips removed between April-July (est 1,600pa) giving a combined weight of 81.36 tonnes
- This included 1.84 tonnes of asbestos and 3.56 tonnes of garden waste
- Our average response time to reported incidents was 1.7 days

2.5 Local Actions

Historically fly tipping investigations and enforcement actions have been taken by the Waste and Transport Business Unit. More recently they have been supported by the newly appointed Community Protection Officers. It should be noted that in the main fly tipping is carried out as a commercial venture and as such the fly tippers have experience in avoiding detection.

The recent enforcement activity is show below.

Year 2018/19

Warning Letters sent: 3

FPNs: 1

Duty of Care inspection: 2

Year 2019/to date

Warning Letters sent: 2

Simple Caution: 1

FPNs: 1

- 2.6 Fly tipping is now being recognised as an increasing problem not just in Newark and Sherwood, but across Nottinghamshire as a whole. Recently, councils across Nottinghamshire joined forces to launch a 'Not in Notts' Campaign with the aim of sharing intelligence and working across boundaries to reduce incidents.
- 2.7 The Community Safety Partnership for Newark and Sherwood and Bassetlaw also recently approved a refreshed set of priorities with rural crime being identified as one of the new objectives. Given the very rural nature and large geographic area of Newark and Sherwood, fly tipping is a particular challenge and officers, in conjunction with the local police and County Council, have therefore agreed to work together with the aim of reducing the crime locally.
- 2.8 NSDC has set up a fly tipping working group made up of officers from Waste Management, Public Protection, Grounds Maintenance and Communications. The aim of the group was to take a fresh approach to fly tipping. The group examined the locations and types of fly tipping, some of the potential causes, what tools may be available for enforcement and how the use of both print and digital media could be used to send out positive messages.
- 2.9 Recent operational changes and the establishment of Community Protection Officers within the service have enabled us to take a new and firmer approach to the investigation and enforcement of fly tipping laws, whilst interventions and powers are available to the Council which have not been significantly well used previously.

3.0 Proposals

- 3.1 It is proposed that a targeted 12 month campaign is resourced and delivered being led jointly by the Business Managers from Public Protection and Waste and Transport. The Campaign will be called 'Not in Newark and Sherwood' and will dovetail with the wider campaign across Nottinghamshire.
- 3.2 The campaign and associated actions have been developed to address what are seen as the main areas likely to have an impact. These are set out below.
- Re-launch the council's bulky waste service and step up requests for increased reporting where residents suspect illegal fly tipping is taking place
 - Carry out a review of the bulky waste service (on the agenda for November's Committee) and consider three 'bring out your dead' style days in key communities in which the Council would take items free of charge

- In conjunction with the Police, carry out at least two days of action during which vans may be stopped and checked to ensure appropriate waste carrier notices are in place
- Approach local social media sites to ensure the irresponsible promotion of 'tip run' requests and services are monitored to prevent the risk of residents falling foul of the law
- Identify and tackle problem sites with new signage and cameras (a list of problem sites have been identified, but it is not appropriate to disclose these in the public domain at this time)
- Consider a Covert Human Information Source operation in which the Council may request waste removal services from operators, to then check operators have the appropriate licenses in place and if not take enforcement action
- Close at least one problem site in Newark and Sherwood which is currently attracting fly tipping and other crimes
- Work with the County Council to consider increasing access to its household waste recycling sites.

3.3 It is proposed that a budget of £15,000 would allow the campaign to be delivered.

4.0 Equalities Implications

4.1 The set of actions likely to be involved in the campaign have been assessed and it is considered that with the exception of the use of covert cameras there are not likely to be any implications.

4.2 If, and when covert cameras are deployed these will be done in accordance with the information Commissioners Office guidance and the protocols issued by the Surveillance Commissioner.

5.0 Financial Implications - FIN19-20/2741

5.1 This cannot be met within current revenue budgets. It is proposed to use the CSG/Enforcement reserve, which has sufficient funds to cover the £15,000 to fund the campaign.

6.0 Community Plan – Alignment to Objectives

6.1 Objective 1 of the Community Plan is to 'Improve the cleanliness and appearance of the local environment'. This is supported by the following actions:

Reduce littering, fly-tipping, graffiti and dog fouling, through a programme of education aimed at changing behaviours.

Increasing the number/profile of enforcement actions

Supporting communities to build civic pride and facilitating activities to enable communities to improve their local areas.

6.2 The campaign actions proposed will assist in the delivery of this element of the Community Plan.

7.0 RECOMMENDATIONS:

- a) Members are asked to support the 'Not in Newark and Sherwood' fly tipping campaign with funding to come from the CSG reserve;**
- b) An update report is brought back to the Committee in March with a final report to be presented to the Committee on the Campaign outcomes in November next year.**

Reason for Recommendation(s)

To allow a sustained and targeted programme to be delivered to reduce the level of fly tipping in the district.

Background Papers

Nil

For further information please contact Andy Kirk ext 5577 or Alan Batty ext 5467 .

Matthew Finch
Director – Communities & Environment

LEISURE & ENVIRONMENT COMMITTEE

24 SEPTEMBER 2019

PROPOSED PLAN OF ACTION IN RESPONSE TO THE COUNCIL'S DECLARATION OF A CLIMATE EMERGENCY

1.0 Purpose of Report

1.1 To propose a plan of action and indicative timetable in response to the Climate Emergency declared by Newark and Sherwood District Council.

2.0 Background Information

2.1 Newark and Sherwood District Council declared a Climate Emergency at the Full Council meeting on July 16, 2019.

2.2 The agreed motion was:

The United Nations Intergovernmental Panel on Climate Change have warned that we have 12 years to make the necessary changes to limit a rise in global temperatures to 1.5°C. Failure to act will see a marked increase in sea levels and flooding, extreme and abrupt changes to weather patterns, crop failures, extinctions of plant, insect and animal species and global economic disruption and crisis.[1] The increased frequency and intensity of weather events that we have experienced locally highlight why this is such an important issue for Newark and Sherwood District Council to respond to.

At the Global Climate Talks in Poland last December the UK along with over 200 nations agreed action on climate change with a much greater role strongly implied for Local and Regional Authorities like Newark and Sherwood District Council in assisting Governments to achieve their carbon emission savings.

Newark and Sherwood District Council therefore:

- Declares a Climate Emergency;
- Notes that we will need to develop measures to try and offset climate change and global warming; and
- Will take the following measures;
 - (a) make the Leisure & Environment Committee responsible for looking into what the District Council does in trying to mitigate carbon emissions, improve recycling and to work with the partners to improve carbon efficiencies;
 - (b) to work with other local authorities and public, private and voluntary sector partners on carbon reduction projects;

[1] Intergovernmental Panel on Climate Change, Special Report – Global Warming of 1.5°C October 2018

- (c) to lobby the Government for the necessary resources and powers so that Newark and Sherwood District Council can make its contribution to the UK's Carbon Reduction targets; and
- (d) the Leisure & Environment Committee provide and publish an annual review of measures taken by Newark and Sherwood District Council and their impact on the District's carbon footprint.

2.3 The declared Climate Emergency infers specific links with:

- the United Nations [Intergovernmental Panel on Climate Change](#) (and, by association, the United Nations [Sustainable Development Goal #13](#) to “take urgent action to combat climate change and its impacts”)
- UK Government commitments to carbon emission savings. The UK Government passed [laws](#) on 27 June 2019 to end the UK's contribution to global warming with the target of bringing all greenhouse gas emissions to net zero by 2050.

3.0 Proposals

- 3.1 In response to the declaration, Newark and Sherwood District Council has established a cross-Council project team to examine how the Council should most appropriately respond to the declaration. This reflects the fact that the Council does not currently have a single point of responsibility for climate change in the way that some authorities currently do have.
- 3.2 Attached at Appendix A is a summary of the activities currently undertaken by the Council which could be described as having a positive impact in terms of reducing the Council's carbon footprint. For example, the move from the Grade I listed Kelham Hall to the modern, purpose built Castle House building in Newark, which is A rated in terms of efficiency and, closer to a main centre where a significant proportion of officers live, has enabled more sustainable methods of transport to work, including walking and cycling.
- 3.3 However, clause d) of the motion agreed by Full Council requires that the Council is able to understand how the measures in Appendix A and further interventions from the Council will impact upon the wider District's carbon footprint. Government data is available at the district level in terms of carbon emissions, but it is not able to describe the District Council's contribution to that footprint. In order to achieve the requirement within clause d), therefore, there is a need for the Council to first understand its carbon footprint.
- 3.4 Establishing a baseline will enable the Council to understand its current performance and be able to consider the interventions and resources required in order to reduce its footprint further. Furthermore, as well as considering its own response, the Council is able to influence carbon reduction through its regulatory role, in procurement and in commissioning services. There are further opportunities to influence this agenda across Nottinghamshire recognising that key impacts upon the carbon footprint of the district will be in the gift of others, including the County Council, for example, with its responsibility for air quality, highways and sustainable transport.

3.5 The project group is therefore recommending the following actions are undertaken in order to deliver the requirements set out in the Climate Emergency:

- audit existing environmental practice within the Council
- establish data to determine the carbon footprint of Newark and Sherwood District Council (currently limited)
- consider the Council's contribution to the district carbon footprint more widely, according to national data from reputable sources
- engage with stakeholders
- coordinate a Climate Emergency Strategy with reference to all of the above
- produce an accompanying generational Carbon Reduction Action Plan to mitigate carbon emissions from the Council.

3.6 In addition, the project group would recommend that a wider Climate Emergency Working Group of members is established to guide this work. In addition to ensuring that the requirements within the Climate Emergency motion are delivered, the purpose of the group would have a further two objectives.

3.7 Whilst Leisure and Environment Committee has recycling within its remit, issues such as planning and green spaces sit within Economic Development, whilst responsibility for the Council's housing stock sits within Homes and Communities. Finally, the Committee responsible for assessing and approving any interventions with finance implications sits within Policy and Finance. It would therefore seem logical to establish a working group under the direction of Policy and Finance Committee to ensure a Council-wide response from its Committees.

3.8 Furthermore, it is important to recognise that there are a wide range of groups which may be able to offer valuable insights into how the Council responds to this agenda and be able to influence the behaviour of others. A key role of this group will therefore be to engage with those groups to influence the development of the Climate Change Strategy and Action Plan.

3.9 Subject to approval by Leisure and Environment Committee and Policy and Finance Committee on September 26, indicative milestones would include:

- October: Commission consultancy to establish the Council's carbon footprint and assist the Council in the production of the Climate Change Strategy and Action Plan
- October/November: Meetings of the Climate Change Working Group, to establish calls for evidence which may include written submissions and meetings of key stakeholders with the Working Group
- February 2020: Production of a draft Climate Change Strategy and Action Plan
- March 2020: Consideration of the Climate Change Strategy, Action Plan and Resourcing to Policy and Finance Committee
- March 2021: First annual update in terms of interventions and impact in line with Clause d) of the agreed motion.

4.0 Equalities Implications

4.1 There are no equalities for the course of action outlined above. However, on receipt of a climate emergency strategy and carbon reduction action plan an equalities impact

assessment may be required if proposed actions to mitigate carbon emissions might impact equality areas such as socio-economic.

5.0 Financial Implications (FIN19-20/3520)

- 5.1 A report titled Reallocation of Resources is on the agenda for the Policy and Finance Committee 26th September 2019 which, amongst other items, seeks to create a budget which will assist the Council with the establishment of its baseline carbon footprint and assist with the production of the Climate Change Strategy and Action Plan.
- 5.2 The financial implications arising from the production of the strategy and action plan will be considered by the Policy and Finance Committee in March 2020.

6.0 Community Plan – Alignment to Objectives

6.1 Although the declaration of a Climate Emergency was made after Newark and Sherwood District Council's publication of the Community Plan 2019-2023, the Climate Emergency project might incorporate a number of actions from the Community Plan. Further consideration of these actions may also offer a means for addressing carbon reduction and green initiatives within the context of the Climate Emergency project, thus in turn possibly contributing to all eleven of the Community Plan objectives but specifically:

- improve the cleanliness and appearance of the local environment
- improve transport infrastructure to reduce congestion and facilitate growth
- accelerate the supply of new homes including associated facilities (playing pitches, health, schools, community centres etc.)
- protect, promote and enhance the district's natural environment
- enhance and sustain town centres
- improve the health and wellbeing of local residents
- increase participation with the Council and within local communities

7.0 RECOMMENDATIONS: that

- (a) Leisure and Environment Committee agrees the proposed course of action and indicative timetable to respond to the declared Climate Emergency as outlined;
- (b) Leisure and Environment Committee recommend the course of action and indicative timetable to the Policy and Finance Committee for approval;
- (c) Leisure and Environment Committee recommend to Policy and Finance Committee that a Climate Change Working Group is established under its direction, to comprise the chairs, vice chairs and opposition spokesmen on Policy and Finance, Leisure and Environment, Economic Development and Homes and Communities Committees.
- (d) Leisure and Environment Committee recommend to Policy and Finance that the budget within the Reallocation of Resources report (to be considered by Policy and Finance 26th September 2019) in relation to the production of the Climate Change Strategy and Action Plan is approved.

Reason for Recommendation(s)

To respond to the Climate Emergency declared by Newark and Sherwood District Council.

Background Papers

APPENDIX 1 - An initial collation of environmental practice at NSDC.xlsx

For further information please contact Kate Marshall, Policy and Projects Officer on Ext. 5302

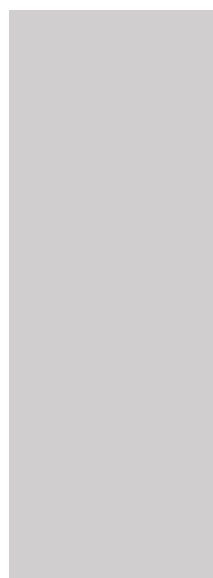
Matthew Finch
Director - Communities and Environment

| Directorate | Business Unit | Title | Description | Further information | |
|-----------------------------|---|---|---|---|--|
| Communities and Environment | Housing, Health and Community Relations | Energy and home support | The Energy and Home Support team aims to help low income residents within Newark and Sherwood District to heat their home at an affordable cost; ensuring those most in need achieve affordable warmth and so enjoy a better quality of life. Grant funding may be available via Warm Homes on Prescription (often high efficiency A-rated mains gas boilers replacing lower efficiency ones) and energy advice might include solid wall insulation guidance. While heating can create carbon emissions, proper insulation can mitigate these. | https://www.newark-sherwooddc.gov.uk/energy/ | |
| | | Home Energy Conservation Act (HECA) Reporting | The Home Energy Conservation Act 1995 ('HECA') requires all 326 local authorities ('LA's) in England to submit reports to the Secretary of State demonstrating what energy conservation measures they have adopted to improve the energy efficiency of residential accommodation within that LA's area. HECA reporting includes information relating to the Private Rented Sector (PRS) Minimum Energy Efficiency Standards. | https://www.newark-sherwooddc.gov.uk/energy/homeenergyconservationactheca/ | |
| | | DFG - Disabled Facilities Grant | The Disabled Facilities Grant (DFG) system is aimed at providing financial assistance to a disabled person for measures like stair lifts, replacing baths with showers, additional heating and works to improve accessibility. The works must be recommended by an occupational therapist from Nottinghamshire County Council. Replacing baths with showers is likely to reduce water usage. | https://www.newark-sherwooddc.gov.uk/disabledfacilities/ | |
| | | Travel Choice | The Council works with Travel Choice, who offer information and advice on different ways to travel in Mansfield, Newark, West Bridgford and Daybrook. Information on cycling, walking, public transport or car sharing is provided. | https://www.nottinghamshire.gov.uk/travelchoice https://www.newark-sherwooddc.gov.uk/ | |
| | | Modern methods of construction | Modern methods of construction and adherence to regulations in building projects ensure a level of energy efficiency. Examples of planned construction cited for exploration in the Community Plan include: providing a new modular swimming pool at the Dukeries Leisure Centre; supporting the provision of an extension to Southwell Leisure Centre+D39. | https://www.newark-sherwooddc.gov.uk/media/newarkandsherwood/imagesandpdfs/strategiesandpolicies/pdfs/20190308CommunityPlan2019to23.pdf | |
| | Parks and Amenities | Green Flag Parks | Four parks and open spaces in the district have been recognised as some of the very best in the world. Sconce and Devon Park in Newark, Vicar Water Country Park in Clipstone, Newark Castle and Gardens and Sherwood Heath in Ollerton – which are all managed by Newark and Sherwood District Council – are among 1,970 UK parks to receive the coveted Green Flag status - the mark of a quality park or green space. This international award, now into its third decade, is a sign to the public that the space boasts the highest possible environmental standards, is beautifully maintained and has excellent visitor facilities. | https://www.newark-sherwooddc.gov.uk/news/newsarchive/name,108991,en.php | |
| | | Tree Planting | A major programme of green projects to plant tens of thousands of new trees in Newark and Sherwood will be considered by members of the district council's economic development committee. | https://www.newark-sherwooddc.gov.uk/news/latestnews/name,109995,en.php | |
| | | Local nature reserves | English Nature has categorised the whole of England into a series of 'Natural Areas'. Within Newark and Sherwood there are two Natural Areas: Trent Valley and Rises Natural Area and the Sherwood Natural Area. | https://www.newark-sherwooddc.gov.uk/naturereserves/ | |
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| Public Protection | Regulatory function that considers air quality | We review and assess local air quality on an annual basis and submit a report of our findings to the Government. | https://www.newark-sherwooddc.gov.uk/pollution/airpollution/ |
| | Industrial emissions | Some businesses are regulated to reduce any pollution they cause and, in particular, to help improve air quality. | https://www.newark-sherwooddc.gov.uk/environmentalpermits/ |
| | Smoke control areas | This authority has declared parts of the district as Smoke Control Areas. | https://www.newark-sherwooddc.gov.uk/smokecontrol/ |
| Waste and Transport | Recycling streams | Veolia's Materials Recovery Facility (MRF), located in Mansfield, processes the recycling from households in the seven district and borough councils of Nottinghamshire. The facility sorts up to 85,000 tonnes of recycling each year. | https://www.newark-sherwooddc.gov.uk/recycling/whathappensomyrecycling/ |
| | Garden waste | Garden waste collection services are available across the district. Recycling your garden waste helps to reduce the level of general waste going for disposal. If we all compost at home it means that thousands of extra tonnes of kitchen and garden waste can be turned into useful soil conditioner for our gardens, instead of going to landfill. | https://www.newark-sherwooddc.gov.uk/gardenwaste/ |
| | Compost support | | https://www.newark-sherwooddc.gov.uk/composting/ |
| | Love food, hate waste | For foody hints and tips and making the most of the food we buy! Cut out waste and save money by making small changes with the help of Love Food, Hate Waste. We provide a waste recycling service to schools in Newark and Sherwood. This is part of our continuing programme to drive up recycling throughout the district and to ensure all schools receive the same level of service. | https://www.newark-sherwooddc.gov.uk/lfhw/ |
| | School recycling | To join the scheme all you have to do is purchase a bin which is collected fortnightly free of charge. All that we ask is that you ensure the bin is easily accessible for collection. | https://www.newark-sherwooddc.gov.uk/wasteandrecycling/schoolsrecyclingservice/ |
| | Trade recycling | We offer a recycling service to our trade customers. This service allows you to recycle: paper; plastic; tins. Collections take place weekly or fortnightly depending on your needs. | https://www.newark-sherwooddc.gov.uk/tradewaste/ |
| | Electrical waste | We can collect and recycle your electrical waste. | https://www.newark-sherwooddc.gov.uk/wasteandrecycling/electricalwaste/ |
| | Community repaint | Recycle old paint and help improve the community. Newark's Brunel Drive is now taking part in the Community Repaint Scheme to help people dispose of paint safely and help distribute what is useable. | https://www.newark-sherwooddc.gov.uk/repaint/ |
| | Battery recycling | We collect batteries for recycling from households across the district. Once you've filled a bag with batteries – they can be any size of household battery (no car batteries, please) – simply leave your filled bag on top of your GREEN BIN where our collection teams can clearly see it and we will take it away. Bags left inside the bins won't be recycled. | https://www.newark-sherwooddc.gov.uk/wasteandrecycling/batteryrecycling/ |
| Advice and guidance about recycling | We offer detailed information about recycling services, including how to be "bin smart" to avoid recycling contamination. | https://www.newark-sherwooddc.gov.uk/recycling/ | https://www.newark-sherwooddc.gov.uk/wasteandrecycling/reusingandreducing/ |

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| | | Cleaner, Safer, Greener | We work hard to ensure that our residents live and work in a district they can be proud of. A clean, safe and green environment promotes well-being, happiness and productivity, improving the quality of life in our district and the experience of visitors. | https://www.newark-sherwooddc.gov.uk/greener/ |
| Governance and Organisational Development | Administrative Services | Road sweepers | The Council road sweeping equipment includes provision for water to be re-used throughout the cleaning process. | From the Environmental Projects Officer on request |
| | | Administrative services | Administrative services that incorporate environmental considerations may include: shared print services at Castle House; hybrid mail capabilities; amenities such as hand driers or glasses and paper cups (not plastic cups); green cleaning equipment. Investigation regarding best environmental practice concerning all of the above is ongoing. | From the Business Manager: Administrative Services on request |
| | | Online payments | A number of services can be paid for online, avoiding the need for travel to Castle House. | https://www.newark-sherwooddc.gov.uk/pay/ |
| | Customer Services, Communications and Information Governance | Recycling schemes within Castle House | Operated by the Communications team, there are additional initiatives for staff to recycle crisp packets and milk bottle tops. | From the Communications team on request https://www.newark-sherwooddc.gov.uk/socialmedia/ |
| | | Communications | Social media is just one of the means by which the Council shares information. This may often include detail of green initiatives within the district more widely. | https://www.newark-sherwooddc.gov.uk/wasteandrecycling/organiseacommunitylitterpick/ |
| | | Community litter picks | We are happy to support litter picks and can also help to promote your event locally. | |
| | | Member papers are electronic | Papers for Committee meetings are supplied electronically, where possible, reducing paper use. | https://www.newark-sherwooddc.gov.uk/becomingacouncillor/index.php |
| HR and OD | Flexible working | The council operates a range of flexible working opportunities including job sharing, flexitime, term time only working, home working and annualised hours. The council's flexitime scheme allows employees to vary their starting and finishing times, provided that the needs of customers and the service are not compromised. Flexible working can reduce the need for extensive travel which may contribute to carbon emissions. | https://www.newark-sherwooddc.gov.uk/workforus/ | |
| Growth and Regeneration | Housing Strategy and Development | Local housing strategy | The local housing strategy aims to identify and address the unique challenges for the district of Newark and Sherwood. Priorities include to "take action to improve the condition of existing homes, reduce carbon emissions and fuel poverty along with raising standards of maintenance and management for the benefit of our local residents." | https://www.newark-sherwooddc.gov.uk/housingstrategies/ |

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| Resources | Planning Development | Photo voltaic panels on homes | Hedge Row, Caunton, has been developed by Nottingham Community Housing Association in partnership with the Homes and Communities Agency and Newark and Sherwood District Council, which worked closely with Caunton Parish Council over several years to deliver the project. The homes include a number of eco-friendly measures, including photovoltaic panels, electric storage heating and high levels of insulation. PV panels are also installed on a number of other properties, including some of those managed by Newark and Sherwood Homes. | https://www.newark-sherwooddc.gov.uk/news/newsarchive/name,88305,en.php |
| | | Planning and heritage assets | Planning and control to address heat efficiency and thermal improvements. | https://www.newark-sherwooddc.gov.uk/planning/heritageconservation/planningandheritageassets/ https://www.newark-sherwooddc.gov.uk/energy/renewableenergy/ |
| | | Renewable energy planning advice | Renewable energy technologies like wind turbines, solar panels and biomass heaters offer an alternative to fossil fuels and can help reduce your home's CO2 emissions. Trees and hedgerows are valuable for many reasons. At the council we deal with applications for works to trees in a conservation area and those protected by a Tree Preservation Order (TPO). | https://www.newark-sherwooddc.gov.uk/trees/ |
| | Planning Policy | Tree Protection Orders | The Planning Policy team is responsible for the formulation and implementation of the Council's Development Plan, known as the Local Development Framework or LDF. The LDF sets out the Council's Vision and Objectives and Planning Policy for the District. The LDF's aim is to support sustainable growth in economic, social and environmental terms. | https://www.newark-sherwooddc.gov.uk/ldf/ https://www.newark-sherwooddc.gov.uk/biodiversity/ |
| | | Local Development Framework | We are rightly proud of our natural environment and have sought to bring together a range of strategies, programmes and planning policies to help to continue to protect, maintain and enhance this outstanding resource. | https://www.newark-sherwooddc.gov.uk/evbase/communitygreenspaceprovisionimprovementplans/ |
| | | Biodiversity and landscape | This report provides Greenspace Improvement Plans prepared by Knight Kavanagh & Page for Newark and Sherwood District Council. | https://www.newark-sherwooddc.gov.uk/planningpolicy/localdevelopmentframeworkldf/windenergy/ |
| | | Greenspace provision improvement plans | The Wind Energy SPD provides detailed guidance on how proposals to develop wind energy schemes will be assessed in this District. Known for its ancient woodlands, wide range of outdoor activities and legendary association with Robin Hood and his Merry Men, Sherwood Forest offers something for everyone amid its beautiful country parks, activity centres, villages and natural wildlife habitats. | https://www.visitnewarkandsherwood.info/visit-sherwood-forest/ https://www.newark-sherwooddc.gov.uk/property/ |
| | Tourism Asset Management and Car Parks | Wind Energy SPD | Comprehensive management of a range of assets (properties) with consideration of environmental impact. | https://chargemap.com/nsdc-3-castle-house-car-park.html |
| | | Visit Newark and Sherwood | | |
| | | Asset management | | |
| | | Electric vehicle charging points | A charge point is available in the Castle House car park at weekends. | |



Commercialisation and Major Projects Castle House

Financial Services Procurement

ICT ICT strategy

Castle House in Newark achieved BREEAM excellent accreditation and incorporates solar protection, thermal mass, high levels of insulation and extensive arrays of roof-top photo-voltaic panels all of which result in high energy efficiency and low carbon output. The accommodation is also shared with partners such as the DWP who experience the same benefits.

Environmental impact is considered as part of procurement.

Environmental impact is implicit and runs through the entire ICT vision and strategy.

<https://www.wm-saunders.co.uk/nsdc-offices/>
<http://wellandprocurement.org.uk/wp-content/uploads/2019/05/Tolkit-v1.pdf>
https://www.newark-sherwooddc.gov.uk/media/newarkandsherwood/imagesandfiles/strategiesandpolicies/pdfs/ICTstrategy2017_2021.pdf

All Business Units (incl. Revenues and Benefits / Legal / Town Centre Development / Heritage, Culture and Visitors) contributed to the wider discussion but comments have been attributed as above.

LEISURE & ENVIRONMENT COMMITTEE

24 SEPTEMBER 2019

ACTIVE4TODAY – COVERING REPORT

1.0 Purpose of Report

1.1 The purpose of this covering report is to appraise members of the Leisure and Environment Committee about the performance of Active4Today during Quarter 1, April 1 to June 30 2019.

2.0 Background Information

2.1 Active4Today is the Council's wholly owned leisure company, which was created to provide leisure and sports development services on the Council's behalf. The Company has now completed its fourth year of trading and is obliged to report its performance to the Leisure and Environment Committee.

2.2 The appendices to this covering report contain:

- Active4Today Management report (Appendix I)
- Active4Today Sports Development report (Appendix II)
- Active4Today Key Performance Indicators (Appendix III)

3.0 Performance Summary

3.1 Leisure and Environment Committee has overall responsibility for setting the strategic direction of the Company through the annual approval of the Active4Today business plan, which sets out the outcomes the Committee wishes the Company to work toward in return for a management fee. Performance is monitored through a framework agreed by Leisure and Environment Committee. A summary of the overall performance to date, in respect of key performance indicators, is contained in Appendix III.

Overview of performance

3.2 Within the leisure centre sites owned by the Council, adult memberships are up at 8,948 on the same period in 2018, an increase of 443, whilst junior memberships are down slightly at 3,892 over the same period, a reduction of 249, although this is largely attributed to the ongoing challenge of no swimming pool at Dukeries Leisure Centre.

3.3 The growth in adult membership is attributed to strong performance over the period at both Newark Sports and Fitness Centre and Southwell Leisure Centre, which is run by the Trust. Active4 Today has responded positively to the challenges facing the Dukeries Leisure Centre and has introduced a number of membership packages and promotions to retain current members. Such initiatives have included introducing a single flat rate membership package including all dry side courses and options for swimming lessons at other sites and these offers have assisted the overall retention of memberships. A summary of membership data is contained in Table 1, in the Active4Today Quarter 1 report as attached at Appendix I

- 3.4 The number of visits to the 4 leisure centres has reached almost 317,00 for the quarter, an increase of over 20,000 compared with the same period last year. This is mainly due to improved ICT infrastructure allowing a more accurate account of usage through the ICT controlled entry system and a number of Sports Development initiatives during the quarter particularly around courses for older people including walking sport, cardiac rehabilitation and falls prevention programmes.
- 3.5 Although GP referrals were down slightly over the quarter, from 110 down to 100 the participation and completion of the 12 week programme increased from 56 to 66 which is encouraging and suggests greater confidence in the offer by participants. A narrative on the work of Sports Development over the period is contained within Appendix II.
- 3.6 Whilst not included in the quarter 1 report a number of holiday programmes have been developed to increase the leisure offer during the summer holidays for young people. This will also serve as a recruitment opportunity to secure further junior memberships and the success of these programmes will be reported to a future meeting. Furthermore the introduction of the direct debit payment scheme option for regular user groups and clubs has resulted in 24 of the 34 current groups taking up the offer which has streamlined the system and reduced administration.
- 3.7 In addition Active4Today is currently working closely with Barnby Road Academy, Newark in respect of the development of a Service Level Agreement for the management of bookings and use of the Academy's new 4 court sports hall due to be opened shortly. If successful this new facility will provide another strategic site for school and community use and will assist with the programming of community sport at the most appropriate site.
- 3.8 Progress against the Year 1 of the three- year business plan is contained in Section 4 of the Active4Today management report Appendix I for noting.

Overview of finance

- 3.9 At the end of June, when management fee adjustments have been factored in to income targets, Active4Today is showing an increase on target of £13,000 for the quarter. Salary spend is below profile by approximately £23,000 mainly due to vacancies within the team. Premises and Supplies and Services are both currently showing underspends but this is likely to be reconciled when invoices are received and paid and therefore the budgets are as expected for the quarter.
- 3.10 Active4Today is currently forecasting that the outturn for 2019/2020 based on various challenges outside the control of the Company such as increased costs associated with utilities prices, the living wage, national insurance and pension contributions and a level of uncertainty around income levels particularly linked to the Dukeries situation. However, due to better performance in respect of income generation Active is now forecasting a reduced deficit of £54,000 for the year based on quarter 1 performance. According Active4 Today will focus on financial performance over the next three quarters to further reduce the forecasted deficit at yearend and Members will be updated accordingly in this respect.

4.0 Equalities Implications

4.1 The Company has highlighted the work it is undertaking in areas of deprivation and the specific campaigns it has launched with the aim of attracting segments of the community to activities provided by Active4Today.

5.0 Financial Implications - FIN19-20/9592

5.1 Active4Today is currently forecasting a deficit of £54K to yearend based on the performance figures for quarter 1, however, greater certainty of the outturn position will be achieved through the financial year.

6.0 Community Plan – Alignment to Objectives

6.1 The provision of the Council’s high quality and accessible leisure centres makes a significant contribution to the health and wellbeing of members of the community. Specifically the role that Active4Today performs for the Council by operating the leisure centres and sports development function attracts regular users each year thereby assisting the Council in the achievement of Objective 9, ‘ Improve the health and wellbeing of local residents, with a particular focus on narrowing the gap in healthy life’.

7.0 Comments of Director

7.1 Whilst the first quarter performance is showing a slight increase in income against target and adult membership is strong it is important to recognise that the work of Active4Today has to remain focussed on the objective of further reducing the forecasted deficit and to achieve a positive overall outturn for 2019/20. This is in addition to supporting the Council to deliver its strategic priorities and objectives, as set out the Community Plan 2019-2023, the N&S Health and Wellbeing Partnership Plan 2019-2022, Physical Activity and Sports Plan 2018-2021 and Physical Activity and Sport Plan 2017. In order to achieve this the Council will work closely with Active4Today in its client management role to develop its business plans to achieve shared benefits.

8.0 RECOMMENDATION that:

The Active4Today performance report is noted.

Reason for Recommendations

To ensure the company is able to deliver the outcomes required by the Council in the most efficient and effective way.

Background Papers

For further information please contact Matthew Finch on Ext 5716.

**Matthew Finch
Director – Communities & Environment**

**LEISURE AND ENVIRONMENT COMMITTEE
MANAGEMENT REPORT****24 SEPTEMBER 2019****1.0 REPORT PURPOSE**

- 1.1 To provide the Leisure and Environment Committee with a performance report for the leisure centre operations, up to the end of quarter 1 (1 April 2019 – 30 June 2019), with comparison data provided against the same period in the previous year.
- 1.2 To provide the Leisure and Environment Committee with an update of the work being undertaken by the Sports Development team, up to the end of quarter 1.

2.0 Background

- 2.1 Members will be aware that reports are provided to the Leisure and Environment Committee against a set amount of performance indicators, which were agreed with the committee; these are set out at Appendix I. Narrative to support these performance indicators is set out in section 3 of this report.

3.0 PERFORMANCE**Performance report for quarter 1, 1 April 2019 – 30 June 2019:**

- 3.1 There are a number of areas of the business that have performed well during the period and in addition, areas which require further clarification. These are set out below:
 - Adult direct debit membership across all sites (including Southwell LCT) is 8,948 at 30 June 2019, this is an increase on the same period in 2018 of +443, across both organisations.
 - Although the overall adult membership position is positive, as detailed in appendix I, this growth is attributable to NSFC and SLC only, with Blidworth and Dukeries leisure centres currently performing slightly below expected levels for this period. Dukeries may be linked with the issues still surrounding the loss of the main pool at the site and the additional travelling, which some parents now have to undertake to take their children to Southwell or Newark. In addition, the offer at the site is now reduced and the perceived value for money at the site is also reduced to members. It is hoped these numbers will increase when the new swimming pool at the site is developed and the Dukeries becomes both a wet and dry facility.

- The number of child memberships on direct debit across all sites (including Southwell Leisure Centre) is 3,892 at 30 June 2019. This is a decrease of -249 compared to the same period last year, attributable to the changes in swimming provision at DLC, which accounts for a loss of -208. In addition to this, there has been a small decrease experienced at NSFC also; the reduction at NSFC is, in part due to members at DLC taking up the opportunity to use NSFC, which has resulted in spaces which had originally been made available for new members, now being taken up by existing members. This is good as a retention of DLC members, however, this has restricted growth which was expected at NSFC and which formed part of the target setting during 2018.
- In order to mitigate some of the losses identified at DLC, there have been a number of promotional campaigns which have included amending the range of memberships available at DLC and the introduction of a single flat rate price of £19 p/m, which includes all the dryside courses. This has been a success and has resulted in retaining several members more than expected. However, the consequence of this is increased costs for running courses and member migration to other sites, at the lower cost.
- The table below provides the detailed actual membership data, with a comparison against the same period in 2018.

| Site | Type | Actual | Comparison to 2018 | Variation to previous year |
|------------------|-------|--------------|--------------------|----------------------------|
| Blidworth | Adult | 842 | 868 | -26 |
| Dukeries | Adult | 941 | 948 | -7 |
| Newark | Adult | 4,782 | 4,444 | +338 |
| Blidworth | Child | 30 | 28 | +2 |
| Dukeries | Child | 297 | 505 | -208 |
| Newark | Child | 2,214 | 2,257 | -43 |
| A4T TOTAL | | 9,106 | 9,050 | +56 |

Table 1, 2019/2020, quarter 1 membership data

- In readiness for the school summer holidays, A4T has developed a varied programme of activities for children, bringing in coaches from local sports clubs including Newark Castle Archery Club, as well as 'Bikeability' sessions from VIA East Midlands (previously Nottinghamshire County Council Road Safety Team), to enhance the programme and signpost children to further opportunities.
- Following on the long term success of membership direct debit collections, the Company has implemented a direct debit scheme for collecting income for club bookings. To date this has moved 24 out of a possible 34 clubs, from monthly pay and play or invoice collection, resulting in a much more streamlined operation and

improved cash flow. This assists with keeping prices down for clubs, resulting in greater opportunities of access and increases in activity levels, for residents of the district. In turn, this also supports clubs to budget their income and cash flow across the whole year, rather than the playing season. It also enables them to secure a block booking on a longer term basis.

- The number of user visits across all 4 sites for the quarter has reached almost 317,000 user visits; this is an increase of over 20,000 visits in comparison to the same period in 2018/2019. This, in the main, is as a result of improvements in the ICT infrastructure to the sites, which Members will be aware, caused major difficulties last year with several system failures and thousands of usage visits unrecorded. This number also includes a number of sports development activities, which were held within the leisure centres as taster/grassroots activities, with an aim to become mainstream centre activities, if the demand was sufficient. These include a variety of walking sports sessions, cardiac rehabilitation and falls prevention groups for older people.
- The number of GP Referrals received in the period was 100 compared to 110 for the same period during 2018. Although the number of referrals has reduced, the number of those referrals that attended their first session and took part in the 12 week subsidised scheme has increased to 66 (+10), compared to last year; 56 during 2018/2019.
- The participation of over 60's has experienced a small increase in comparison to quarter 1 in 2018, with over 3,000 more user visits in the centres, as detailed in appendix I.
- Partnerships with other community sports facilities are increasing. Discussions are on-going with regards to developing a service level agreement with Barnby Road Academy, following the completion of their new 4 badminton court sports hall build. If A4T are successful in agreeing a long term partnership with the Barnby Road Academy, this will provide more access to high quality sports provision to local sports clubs and groups, with A4T involved in the development and management of all bookings through the sports development team. Currently a trial basis has been agreed, with A4T managing bookings for Barnby Road Academy, from October 2019.
- A4T staff has been working together with NSDC ICT colleagues to improve the ICT infrastructure. The migration to 3 servers has now stabilised the system considerably and as a result has meant very few occasions when down time has occurred. As a result and as has been reported above, this stabilisation has resulted in customers now recording visits more regularly, which has increased usage in quarter 1 by over 20,000 usages to date.

4.0 UPDATE ON 2019/2020 BUSINESS PLAN

4.1 Members will be aware that as part of the business plan, a set of outcomes and objectives are agreed with the committee and set out below is an update to quarter 1 on the 2019/2020 table, to demonstrate to Members the work which is taking place within the Company.

| OUTCOME | OBJECTIVE | ACTION | PROGRESS to period 3 |
|--|---|--|---|
| Healthy and active lifestyles | | | |
| Delivery of a business plan for Southwell Leisure Centre, to support its proposed strategic development | To develop a financial business plan for the SLCT, which will forecast income generation, investigate accessing new and existing markets, assess current penetration rates and develop new programming opportunities, to maximise access opportunities for all. | As part of the agreement with NSDC to provide management support to the SLCT through the SLA. Provide the SLCT with a strategy which will increase growth in the adult and children's memberships | Business planning has taken place with the Trust, to develop a new fitness suite for the leisure centre. This will seek to increase usage and income and address the current over capacity issues at the site. A4T are now waiting for the outcomes between the DC and Trust to finalise, to move the process to the next stage |
| Childhood obesity - develop and provide opportunities for 'young people in primary education' to increase levels of physical activity and sport. | Support the development and promotion of a Junior parkrun in the Sherwood area of the district | Engage with schools, event organisers and private operators, to promote the junior parkrun and develop a set of activities which surround and compliment the parkrun prior to its first months launch. This will seek to engage children in physical activity with parkrun as a potential free exit route to develop regular weekly activity | The first Junior parkrun will be held on Sunday 28 th September at 9am on the enclosed sports pitches at Dukeries Academy/leisure centre. This has been coordinated by a team of local volunteers with A4T support. The response has been extremely positive. |
| | Implementation of children's coaching in schools in the Ollerton area | Engage two schools per term. Prioritise schools in most need and by travel time from Dukeries Leisure Centre | Coaching sessions have been delivered to 2 schools in the area with one school within walking distance attending the leisure centre for the activities. |
| | Work with partners i.e. Everyone Health to promote their initiatives tackling childhood obesity | Increase Everyone Health's bookings by 10% over a 12 month period | Progress so far is unconfirmed however the focus of this action will be prioritized following the appointment of the Active Lifestyles Officer, who commences employment with A4T during September 2019. |
| Inactive people - develop and provide opportunities for | Identify communities with low activity levels | Promote the 3-year pricing strategy, specifically the new | Promoted through the Council's Council Tax distribution |

| | | | |
|---|---|---|---|
| 'inactive people' to increase levels of physical activity and sport. | | qualifying criteria for concessionary membership in deprived areas Develop a series of outreach activities linking to existing opportunities Offer 12 (one per month per site) free taster activities at centres | Attendance at local events including school fayres, 4Uth (NCC Youth Service). Taster sessions offered through swimming teachers courses. A series of trampolining and gymnastics sessions have been offered. |
| NSEC 6-8 - develop and provide opportunities for people living in high NSEC 6-8 target areas to increase levels of physical activity and sport. | Introduction of pricing strategy including additional qualifying criteria for concessionary membership | Increase take up of the concessionary memberships by 50% Offer 12 (one per month per site) free taster activities at centres Offer a FREE 7 day pass for all participants of the initial pilot of junior parkrun in Sherwood area | Growth experienced in Q1 as reported in appendix 1 Taster sessions offered through swimming teachers courses. A series of trampolining and gymnastics sessions have been offered. In progress when parkrun is launched in September |
| Accessible facilities | | | |
| Develop a business plan for a Modular Pool at the Dukeries Leisure Centre | Assist the Council with the feasibility and development work for the development of the new swimming pool at the Dukeries Leisure Centre. This work should include the development of the finance for the delivery of the pool, the requirements for operations and the specification for the delivery of a community swimming programme. | Develop a 3-year financial forecast for the modular pool. Apply to Sport England for funding to support the capital development and fit out of the facility. Develop a 'wet side programme' which will engage with NCC for the return of school swimming within the Sherwood area. Develop a pool class timetable Develop a junior lifeguard academy Develop a marketing plan to the 3 -year pricing strategy Development and relaunch of the junior swimming programme | A4T were successful in receiving a Sport England (SE) grant of £150K, towards the development of the new swimming pool at Dukeries. After discussion with SE and the DC however and to avoid possible complications with the Company's 'Teckal' compliance, an agreement was made between SE, A4T and the DC, to transfer the grant over to the DC. This is currently being finalised and will ensure the £150K contribution is retained, within the project. |
| Improve community access through partner facilities and increase usage and access to local sporting facilities | Explore partnerships with other academy's to increase community usage through the use and management of their facilities | Using the Newark Academy pilot engage with two new partners during 2019/2020, with a view to supporting increased sporting facility take up throughout the district | Barnby Road Academy have received DfE funding for a new 4 court sports hall and have engaged with A4T to manage the community bookings from October 2019 for a trial basis, until April 2020. Full SLA is still to be developed during the trial period. |
| Achieve a 3-year SLA with the Newark Academy | Agree a new 3-year SLA with the Newark Academy for undertaking the | Have a signed SLA agreement in place by September 2019. | This is progressing and a meeting has been booked in with the Academy when |

| | | | |
|--|--|---|---|
| | management of the facility to maximise community access. The 3-year agreement will secure the use of the facility for clubs and pay and play users until 2022. In addition, the sports development team will continue to provide mentoring opportunities for all students accessing leisure. | Continue to achieve income and utilisation targets and add further growth with the introduction of courses and special events. Provide 15 work placement opportunities for students Provide VISPA volunteering opportunities for students | the school returns in September. To date, there have been 3 students that have undertaken work experience with NSFC from Newark Academy. The number of VISPA volunteers recruited from Newark Academy to date is 4. |
| Financial viability | | | |
| Deliver a new receipting system for the business | To investigate the options of new receipting and back office systems for the business, in line with the requirements of the Council's capital programme and the procurement process. Develop a 'fit for purpose' integrated system which supports the Council's new financial management system. | Scope out the specification for new system by May 2019, in consultation with the business unit of NSDC. Assess the viability of a proposed new system and discuss this with the Council through the operating contract agreement | New systems are currently being seen and a scope is developing from these demonstrations. ICT are being consulted with as part of the process and further updates will be provided as the project moves forward. |
| Implement a 3-year pricing strategy | Implement the 3-year pricing strategy within the District and support this with targeted marketing campaigns, encouraging usage in areas where traditionally usage may be low | Develop a schedule of promotional meetings to support the strategy. First promotions to be in place during spring 2019. Increase target market memberships groups to include concessionary memberships | This has been implemented across all sites including SLCT. There has currently been an increase of 20 concessionary memberships compared to last year, who have benefited from the reduced membership price, attached to the new postcode criteria. |
| Develop a 3-year forecasted budget for the Company | To understand the implications of the real living wage on the budgets for the Company and the increased utility charges which are and will continue to impact significantly on the revenue position of the Company | Develop a 3-year forecasted budget for the Company and discuss the findings with the Council, with regards to the implications of the on-going management fee from the Council to the Company. This must also take into account the current partnership with the SLCT and the SLA between the Council and Company, to provide services to the Trust | This is currently being developed and discussions with the council are being set up for October 2019, to develop a 3 year business plan/strategy, which will align with a 3 year financial budget. |
| Establish a new 3-year financial agreement with the Council for the Company's management fee | Undertake discussions with the Council to establish a new 3-year agreement with the Council for the | As set out above | As set out above |

| | | | |
|-------------------------------|---|---|---|
| | management fee for the Company. This will support the 3-year forecast which the Company is hoping to undertake to understand the Company's financial viability | | |
| Implement on-line memberships | Currently the on-line membership package has been purchased and it is hoped that ICT can ensure this is installed and operationally ready for use from April 2019. Whilst this will not provide significant increases in memberships, it improves access for customers being able to sign up to any leisure centre 24/7 and streamlines existing sign up processes. | Develop an online incentive scheme Develop digital marketing and branding of the online membership system Support the development of online membership, with a view to achieving 5% take up of memberships purchased online within the first 12 months of its introduction. | This is currently being developed with ICT and XN Leisure, the current front of house/memberships system supplier. This is tied in with an upgrade to a new system and a progress meeting has been put in place for September 2019, with the ICT business unit. |

Table 2, 2019/2020, business plan objectives update

4.2 Members will note, that progress in all areas is being made, with some categories progressing quicker than others. Work on these objectives will continue to be progressed and recorded until the end of March 2020.

4.3 Members will note that many of the objectives above are linked with work of the Sports Development team. However, in addition to the work which is undertaken to meet the objectives above, attached at appendix II is on-going work, which has taken place during quarter 1, by the Sports Development team.

5.0 **FINANCIAL UPDATE**

5.1 Members will be aware that, as part of the agreement with Active4Today Ltd, an update on finance is provided by the Company on a regular basis, to ensure the Council can understand the on-going sustainability of the Company. In addition, it allows for early discussions to take place regarding the best way to apportion any additional finance, which may have been generated by the Company and channel this into areas such as additional sports development activities, subsidised usage for target groups, or additional equipment for outreach work.

5.2 Set out in the table below, Active4Today has provided the current financial position of the Company, which is monitored by the Board, as part of its role in managing the operations of the Company. The table below shows the original, revised and profiled budgeted income and expenditure for quarter 1, set against actual income and expenditure for the same period. Although quarter 1 is early to evaluate the finances of the Company within the

financial year, below is the current position of the Company's finances, with narrative to add context to the information.

| | Original 2019-20 budget income/ exp | Full Year revised June 2019 | Profiled budget - to quarter 1 30 th June 2019 | Actual income and expenditure for quarter 1 | Variance to quarter 1 profiled budget |
|-------------------------------|-------------------------------------|-----------------------------|---|---|---------------------------------------|
| Total income | -£3,048,890 | -£3,048,890 | -£940,725.01 | -£736,602.63 | £204,122.38 |
| Staff | £1,987,290 | £1,987,290 | £474,340.88 | £451,440.43 | £22,900.45 |
| Premises | £425,240 | £425,240 | £85,480.34 | £37,659.79 | £47,820.55 |
| Supplies and services | £711,100 | £711,100 | £132,064.97 | £80,075.12 | £51,989.85 |
| Total expenditure | £3,123,630 | £3,123,630 | £691,886.19 | £569,175.34 | -£122,710.85 |
| Transfer from/to balances A4T | -£74,740 | -£74,740 | £0.00 | £0.00 | £0.00 |
| Net balance | £0.00 | £0.00 | -£248,838.82 | -£167,427.29 | £81,411.53 |

Table 3, Current financial information table 19/20

5.3 Points to note from the financial information table are:-

1. Income budgets: – There is currently underachieved income to period 3 of £204K. This is mainly due to the management fee (income/invoices) from NSDC for A4T's management of Southwell Leisure Centre (£96K) and Sports Development (£121K) not being raised. Instructions from NSDC have since been received on how the payment will be managed and invoices have now been raised by A4T and sent to NSDC; however, currently these remain unpaid. Additionally operational income is overachieving to profile by £13K mainly due to income collected from the election during May 2019 and other adhoc income.

2. Expenditure budgets: –

Salary Budgets - This budget is currently underspent to profiled budget by £23K. This is made up of a number of elements, including staff vacancies across the company, relief hours paid in arrears and freelance payments still to be made for June, in arrears.

Premises Budgets - This budget group is currently underspent by £48K mainly due to utility payments made one month in arrears to Corona, EDF, British Gas. Castle Water had not invoiced A4T at 30 June for the financial year so far, however, these have since been received and paid. In addition repairs and repairs and renewals invoices due from NSDC Estates Section had not been received for the period to 30 June 2019 and have recently been paid.

Supplies and Services Budgets - This budget group is currently underspend by £52K. Mainly due to an insurance invoice still to be paid (£51K); this has since been paid. However there are underspends on the marketing budget (£11K) and a year-end provision still to be matched, remained outstanding at 30 June 2019 (£6K). Irrecoverable VAT of £34K for quarter 1 has been charged to period 03, however, the profile budget is seen in period 04.

Other adhoc budget heads are underspent to profile across the company and these will be spent in due course (£18K).

- 3. Overall Financial Summary to date:** - Members will be aware that during January 2019, Active4Today were predicting a shortfall in their 2019/2020 budget of £75K. This was in the main due to increases in utilities, national insurance, pension contributions, real living wage and insurance and the corresponding income lines not being able to support the additional expenditure; in addition, A4T had a standstill position in its management fee from the Council for 2019/2020. Income shortfalls in general focus on the uncertainty surrounding the DLC income, for both adult and children's memberships, which has been highlighted earlier within the report. However, due to slight increases in income and the DLC children's membership being better than predicted, the estimated shortfall for 2019/2020, based on quarter 1 performance, has now reduced to £54K. Further work will take place throughout the remaining 3 quarters, in a bid to try and reduce this shortfall further.

As reported during January, in the event there remains a shortfall at the end of the financial year, this can be funded from either an increased management fee from the council or be taken from the current A4T reserves and balances.

6.0 PROPOSAL

- 6.1 It is proposed that the current financial position continues to be monitored by A4T very closely and reported to the Council officers on a regular basis, to ensure they are appraised with the financial position of A4T.
- 6.2 It is proposed that when more firm dates are agreed for the development of the new swimming pool at Dukeries Leisure Centre, a targeted campaign commences in a bid to boost both adult and children's memberships at the Dukeries site.

7.0 BUDGET IMPLICATIONS

- 7.1 There are no direct budgetary implications contained within the report, however, the activities identified will have financial implications and it is expected these can be contained within the existing agreement between the district council and the company.

8.0 EQUALITY & DIVERSITY IMPLICATIONS

- 8.1 There are no equality and diversity implications contained within this report. The 3-year pricing strategy continues to support inclusion and offer a reduced membership for those in certain postcodes throughout the district. In addition, children who are members and currently registered at Dukeries Leisure Centre, they are in receipt of a single priced reduced membership, to assist in supporting them through the current issues being experienced at this site.

For further information please contact Andy Carolan – Managing Director via email on andy.carolan@active4today.co.uk

MANAGEMENT REPORT**Performance Management Report 1st April to 30th June 2019
Sports Development update**Club and Coach Development

The sports development team supported the production of a leaflet which provides information on behalf of the club members of the Newark and Sherwood Sports Council. This has been extremely well received by local community groups and clubs in the promotion of their summer recruitment events and weekly sessions available.

The Southwell Sports Forum took place on 21st May with a variety of clubs present. Agenda topics included the opportunity for discussion around specific development and guest speakers that are important to the clubs present. This also included the option to jointly host an event with Newark and Sherwood Sports Council, regarding funding for sports clubs through a partner organisation; Koi Sports which will take place on 2nd October.

The grants awarded at the April 2019 panel were 3 talented individuals, a Taekwondo competitor, a javelin thrower and an archer and 2 coach and official development.

VISPA recruitment during the period had six new volunteers, with volunteers being placed at all sites undertaking mainly coaching and leadership duties, to support the current activities.

Inclusion

The first course for referees with disabilities was held on 31 May. This was delivered in partnership with the Nottinghamshire FA and was a huge achievement for the Company; the course was hosted at Southwell Leisure Centre. The attendees will now be deployed to use their new skills and qualifications, at the Nottinghamshire FA 'Want to Play' Festivals.

A Disability Awareness course for staff members was delivered by Pete Collins, an accredited FA tutor on 2nd April 2019. The participants were given an overview of the barriers that may prevent people with a disability, from participating in sport or physical activity; information was also provided to participants, on different disabilities and advice on the best ways of communication. All of the staff members came away with a better understanding, benefitting from the tutors' 15+ years' experience in disability sport.

New sessions at William Gladstone Primary Academy in Newark started on Thursday 9th May. The aim of the sessions are to support Year 6 girls transitioning to Year 7, who have been identified as having additional social or emotional needs. The team has developed a programme of activity, which includes sessions delivered by Everyone Health, with an emphasis on working as a team and how a healthy diet alongside the physical activity, can aid good mental health.

Active Lifestyles

On 14th May a Health and Wellbeing event was held at Dukeries Leisure Centre. This was targeted at older people and people of any age with additional social, physical or mental issues; the aim was to introduce, or reintroduce people to sport or physical activity and give them information about healthy eating. Over 40 people attended aged 8 – 80, participating in activities delivered by A4T, England Netball, Nottingham Forest Community Trust and Everyone Health. Follow up actions have been put in place to try and create regular sessions, tailored to the group that attended.

Weekly physical activity sessions were delivered throughout April and May 2019, to female students from the Dukeries College. The participants were chosen by the College, who currently participate in no physical activity, as part of their weekly routine. Taster sessions of Pilates, yoga, circuit training, Metafit, spinning and gym sessions were delivered and information of existing classes at the Dukeries Leisure Centre were given to the participants, to give them the opportunity to continue participating.

A4T attended a Health Event at Tesco in Ollerton on 12th April, supporting the District Council. Along with Forest View Academy, a 'Rowing Challenge' was organised, where members of the public competed in an 'adults v kids' competition. Engagement and participation numbers were excellent, with a real cross section of the community taking part.

The Sports Development team currently has two vacant posts and this has had an impact on the capacity of the team to proactively develop new opportunities during the first quarter. These are Active Lifestyles Officer and Inclusion and Engagement Officer (Place). These posts are crucial in the delivery of a wide range of activities, specifically around the health and wellbeing agenda, older people's delivery and exercise referral, as well as partnerships with local clubs and facilities.

Both posts are fundamental in the delivery of the Company objectives but also the priorities identified in the Council's Sport and Physical Activity Development Plan, which was approved in 2018. They will be crucial in adding value to the existing team and the ultimate goal of increasing participation in sport and physical activity. Appointments have been made with a start date of 27th August therefore the work streams will increase for quarter 2 onwards.

| | | | | APPENDIX III |
|---|-----------------------|-----------------------|-----------------------------------|--|
| Active4Today Performance Indicators (incl SLCT) | 30th June 2018 | 30th June 2019 | Growth (+) Decline (-) | Comments |
| No. of User Visits - TOTAL | 295,939 | 316,866 | +7.07% | The number of user visits has increased in comparison to quarter 1 in 2018 due to the introduction of access control and contactless upgrades at all sites which was undertaken in March 2019. This has had a positive impact on usage levels as well as access for customers with valid memberships only. |
| No. of Leisure Centre user visits - Children (under 16) - TOTAL | 96,668 | 100,550 | +4.02% | Although XP memberships have decreased in comparison to last year, there has been a slight increase in pay and play activities, particularly swimming. |
| No. of Leisure Centre user visits - Aged Over 60 - TOTAL | 29,268 | 32,275 | +10.27% | The increase for this target age group has increased over the period in comparison to last year due to the increased range of over 60's activities on the programme, across all sites. These have been developed in partnership with other agencies. |
| No. of Leisure Centre user visits - Deprived areas - Total users | 4,767 | 5,341 | +12.04% | This increase in the target group would correlate with the additional usage seen in the under 16 age group on pay and play activities as well as the small increase in concessionary membership take up. |
| No. of individuals referred to Active4Today from a health professional - Total | 110 | 100 | -9.09% | The number of referrals received has reduced slightly due to the vacant role of the Active Lifestyles Officer, however this will improve following a replacement starting on 27th August. |
| No. of individuals referred to Active4Today from a health professional - Attended Session - TOTAL | 56 | 66 | +17.86% | Although the number of referrals has decreased for the period in comparison to 2018, the number of people that have attended their first session and joined the subsidised membership scheme has increased which is extremely positive. |
| No. of Community Groups supported by Sports Development | 72 | 21 | -70.83% | The decrease is due to 2 key vacancies within the team during the quarter. The appointments have been made (start date 27th August) therefore this will significantly increase for Q2. |
| No. of user visits on Sports Development programmes in deprived areas | 133 | 231 | +73.68% | There are a limited number of activities taking place in community settings that are directly delivered by the sports development team. More value is achieved through supporting clubs and voluntary groups to develop more activities to take place and therefore becoming sustainable in the long term. |
| Live Leisure Centre Membership base (adults) - Total | 8505 | 8948 | +5.21% | The number of adult memberships across all 4 sites has seen an increase, although, the growth is due to increases at NSFC and SLC only. Small decreases were experienced at BLC and DLC. |
| Live Leisure Centre Membership base (children) - Total | 4141 | 3892 | -6.01% | The number of children's memberships across the sites has seen a large decrease due to the changes in swimming provision at DLC, equating to a reduction of 208 memberships. There has also been a slight decrease at NSFC in comparison to the same period in 2018 of 43. Small increases were experienced at SLC and BLC. |
| % Customer Satisfaction - TOTAL | 47 | 44 | -6.38% | This customer satisfaction score is taken from the industry retention software that is utilised across all sites. The Net Promoter Score (NPS) is automatically calculated following electronic daily customer surveys with a score. The surveys were introduced in August 2018 therefore comparable data is not available to demonstrate any changes however the national industry benchmark figure has been included as a guide. Future reports will have the comparable data for the quarter. |
| Number of people on concessionary membership | 213 | 233 | +9.39% | The number of concessionary memberships has increased due to the criteria of this membership being expanded to include postcode as previously reported in the 3 year Pricing Strategy reports. This is a much improved growth year on year than 2017 to 2018, being 1.43%. |

LEISURE & ENVIRONMENT COMMITTEE

24 SEPTEMBER 2019

COMPARISON OF LOCAL AUTHORITY SERVICES

1.0 Purpose of Report

1.1 This report is designed to give members an overview of the current situation with regards to recycling across Nottinghamshire. It compares existing service offerings and performance and looks at what the future may hold for waste collection services.

2.0 Background Information

2.1 Within the Nottinghamshire County area there are 7 councils operating in a 2-tier system. Nottinghamshire County Council operates as the Disposal Authority through its contract with Veolia who run the Household Waste Recycling Centres, Transfer Stations and the Materials Recovery Facility (MRF) in Mansfield. Nottingham City Council is a unitary authority and makes its own disposal arrangements.

2.2 The comingled 'mix' of recycling in the silver recycling bin is restricted by the sorting capabilities of the MRF as specified in the contract between NCC and Veolia which runs until 2032.

2.3 Nottinghamshire County Council has the 'power of direction' under which it can instruct collection authorities to dispose of materials through the routes it prescribes.

2.4 For material that is collected outside of this contract such as glass they are obliged to pay recycling credits (£58.75 per tonne in 2018/19). Should they decide to bring glass into the Veolia contract then potentially these credits would be lost (£86,715 in 2018/19).

3.0 Collections

3.1. As shown in table 1 all 7 authorities collect comingled recycling and garden waste and make fortnightly collections. Ashfield Broxtowe and Gedling also have a kerbside glass collection. Newark and Sherwood have a limited kerbside glass collection which is conducted through the Recycling for Ollerton and Boughton organisation.

3.2 In addition to the main collection schemes Gedling, Rushcliffe and Newark and Sherwood collect batteries at the kerbside and Broxtowe collect Textiles. Gedling also offer a limited kerbside collection service for small electrical items. Table 2 outlines the containers supplied by each authority to conduct these collections.

Table 1

| Authority | Comingled | Glass | Garden | Textiles | Small Electricals* | Batteries |
|---------------|-------------|---------|-------------|----------|--------------------|-----------|
| Ashfield DC | Fortnightly | 8 Weeks | Fortnightly | - | - | - |
| Bassetlaw DC | Fortnightly | - | Fortnightly | - | - | - |
| Broxtowe BC | Fortnightly | 4 weeks | Fortnightly | 4 Weeks | - | - |
| Gedling BC | Fortnightly | 4 Weeks | Fortnightly | - | 4 Weeks | Weekly |
| Mansfield DC | Fortnightly | - | Fortnightly | - | - | - |
| N&SDC | Fortnightly | - | Fortnightly | - | - | Weekly |
| Rushcliffe BC | Fortnightly | - | Fortnightly | - | - | Weekly |

*Small electricals – Toaster or VCR size.

Table 2

| Authority | Refuse | Glass | Garden | Textiles | Small Electricals | Batteries |
|---------------|----------|----------|----------|-----------|-------------------|-----------|
| Ashfield DC | 180L Bin | 140L Bin | 240L Bin | - | - | - |
| Bassetlaw DC | 240L Bin | - | 240L Bin | - | - | - |
| Broxtowe BC | 240L Bin | Bag/bin* | 240L Bin | Clear bag | - | - |
| Gedling BC | 240L Bin | Box | 240L Bin | - | With Glass | Bags |
| Mansfield DC | 240L Bin | - | 240L Bin | - | - | - |
| N&SDC | 240L Bin | - | 240L Bin | - | - | Bags |
| Rushcliffe BC | 240L Bin | - | 240L Bin | - | - | Bags |

*Broxtowe up to 4 bags or 140L bin for one off £26 charge

4.0 Performance

Table 3 Overall recycling and composting rate (2018/19)

| Authority | Dry Recycling | | Composting | | Overall |
|---------------|---------------|--------|------------|--------|---------|
| | Tonnes | % | Tonnes | % | % |
| Ashfield DC | 10,357.30 | 22.55% | 6,052.53 | 13.18% | 35.7% |
| Bassetlaw DC | 7,607.38 | 17.63% | 3,384.41 | 7.84% | 25.5% |
| Broxtowe BC | 8,301.92 | 20.28% | 7,346.10 | 17.94% | 38.4% |
| Gedling BC | 8,545.53 | 20.12% | 5,982.32 | 14.08% | 34.2% |
| Mansfield DC | 6,634.63 | 15.47% | 7,460.81 | 17.40% | 32.9% |
| N&SDC | 9,780.44 | 21.65% | 5,083.70 | 11.25% | 32.9% |
| Rushcliffe BC | 9,701.67 | 21.86% | 11,871.70 | 26.75% | 48.8% |

- 4.1 The highest overall recyclers in Nottinghamshire are Rushcliffe, Ashfield and Broxtowe. The highest dry recycling rates (not including garden waste) are found in Ashfield Council, Rushcliffe and Newark and Sherwood District Council. Ashfield reduced the size of their wheeled bins to 140L and offered a free garden waste collection for a number of years (the garden waste has now reverted to being a chargeable service). It is reasonable to infer that the reduction in residual waste capacity was the driver for an increase in the dry recycling rate.
- 4.2 Composting rates (garden waste) are higher in areas that have long running services or a history of free services indicating that once residents have experience of how useful a green bin is they are inclined to keep it. Newark and Sherwood and Bassetlaw district councils have the lowest composting rates but this is reflection of their relatively recent inception. It is expected that Newark and Sherwood will see an increase in the amount of garden waste collected as the service continues to grow in house from next year.

5.0 Glass Collection

Table 4 Kerbside Glass Collection 2018/19

| Authority | Kerbside | Bring Site | None-Household | Total |
|---------------|----------|------------|----------------|-----------------|
| Ashfield DC | 2933.34 | 65.88 | 133.44 | 3132.66 |
| Bassetlaw DC | 0 | 989.81 | 0 | 989.81 |
| Broxtowe BC | 1810.47 | 286.009 | 0 | 2096.479 |
| Gedling BC | 2620.5 | 0 | 0 | 2620.5 |
| Mansfield DC | 0 | 927.77 | 0 | 927.77 |
| N&SDC | 375.46 | 1476.59 | 0 | 1852.05 |
| Rushcliffe BC | 0 | 2519.81 | 0 | 2519.81 |

5.1 Within Newark and Sherwood district glass collection is conducted via bring sites and in the north west of the district Recycling for Ollerton and Boughton (R.O.B) conduct a kerbside collection.

5.2 Our bring site collection rates are the second highest in the county after Rushcliffe's but we are struggling to secure new sites and over the last decade we have lost a number of sites to redevelopment. We are looking at ways to increase the number of sites available on our own car parks and other suitable sites.

6.0 National Waste Strategy 2018

6.1 The government published a new National Waste Strategy in 2018. As part of this Strategy, Defra launched three consultations on 18 February 2019:

- Consistency in Household and Business Recycling Collections in England;
- Introducing a Deposit Return Scheme for drinks containers (DRS) in England, Wales, Northern Ireland;
- Reforming the UK packaging producer responsibility system.

6.2 These measures were set out to tackle confusion over household recycling, to tackle litter and to ensure that producers pay the full net costs of collecting and managing packaging waste.

7.0 The Timetable for change

7.1 The trade press has reported on an update presented to the Advisory Committee on Packaging (ACP) in July. This indicated that the timetables previously agreed are still to be met (subject to ministerial approval)

7.2 The Key Milestones set out in the National Waste Strategy 2018 were:

- Double resource productivity by 2050
- Eliminate avoidable waste of all kinds by 2050
- Eliminate avoidable plastic over the lifetime of the 25 year environment plan
- Work towards eliminating waste to landfill by 2030
- Work towards all plastic packaging placed on the market being recyclable, reusable or compostable by 2025

7.3 Key dates for local government are:

- **2023**
 - Roll out of a deposit and return scheme
 - Legislation for the mandatory separation of food waste
 - Extended producer responsibility for packaging
- **2030**

- 75% recycling rate for packaging
- **2035**
 - 65% recycling rate for municipal solid waste
 - Municipal waste to landfill 10% or less

8.0 Recycling Consistency

8.1 The Government has issued its initial indications for recycling consistency:

- All local authorities should be required to collect a core set of dry recyclable materials at kerbside from houses and flats.
- The core set of dry materials collected should be glass bottles and containers, paper and card, plastic bottles, plastic pots tubs and trays, and steel and aluminium tins and cans.
- All English local authorities to provide kerbside properties and flats with access to at least a weekly separate collection service for food waste, including provision of containers and liners
- Free garden waste collection with a capacity of 240 litres and with further garden waste collections above that amount being chargeable.
- Bin/container colour standardisation
- Statutory guidance on minimum service standards for recycling.

We expect to know more early in 2020 but this is dependent on the situation in parliament.

9.0 Deposit and return schemes

9.1 A deposit and return scheme will see retailers applying an additional charge to items sold which will be refunded when the item is returned to a collection point.

9.2 It appears that an 'all in' scheme is the government's favoured option (glass, plastic bottles and cans) despite concerns from some areas that the establishment of such a scheme could harm the amount of these materials collected at kerbside. This might be mitigated if the only items included are from 'on the go' purchases.

10.0 Extended producer responsibility

10.1 Initial indications were that services will be fully funded by producers however in the most recent release from the government there was little mention of funding and in the update to the APC indications are that if fees are levied on producers it will be on the basis of 'modulated fees'.

10.2 Under a modulated system those who produce packaging which cannot be recycled will be charged a higher fee than those who produce packaging which is easily recycled. The long term sustainability of such a funding model will be of interest.

11.0 Future developments

11.1 It's clear that the next 5 years and beyond are going to see a transformation in waste management and a much more structured offering across England. At this stage we do not know exactly what form new services will be required to take. Standardisation is being proposed in several key areas including collection methods, labelling, materials and containers. To make the wrong choice at this stage could prove costly and risk alienating residents if services are subject to repeated alteration. As such we would advise against making any substantial changes to the services we offer until additional clarity has been given by the government which will hopefully include details of the promised funding supplied through extended producer responsibility.

12.0 Glass Collections

12.1 Waste Consulting were recently asked to provide information on the impact and cost of introducing kerbside glass collections to the areas of the district not covered by R.O.B's service. Depending on the frequency of collections revenue costs would be in the region of 250 to 500 thousand pounds a year for an increase in tonnage of 419 tonnes.

12.2 These calculations did not include figures for the purchase and delivery of new containers (~£25per household). So at this time investment in a kerbside glass collection service would offer little return for the investment involved.

12.3 We are now exploring alternative options on how to increase the number of glass bring sites around the district e.g. by utilising the authorities own car parks etc.

13.0 Food Waste

13.1 Food waste collections would involve even more significant investment. The existing collection fleet would have to be replaced or modified to allow split bodied vehicles or additional vehicles acquired to conduct weekly food waste collections.

13.2 Another alternative would be to collect co-mingled food and garden waste; however this would result in the garden waste service being offered for free and additional vehicles and crew would still be required to cover the district.

13.3 Given that there are still signs of additional funding being provided through the EPR system if the authority was to make any major investment into waste collection at this time then food waste would be the logical choice. There is no packaging producer for food waste so ultimately such collections will be taxpayer funded. The government has also made it clear that it intends to legislate for its separation from residual waste. So the only question that remains is; where is the funding going to come from?

13.4 If members are interested in pursuing a food waste collection then we can begin a dialog with Nottinghamshire County Council and Veolia to identify possible disposal points. This conversation may then inform us of the viable collection arrangements but could be subject to change.

14.0 Planned changes

14.1 We have already started the process of bringing garden waste services conducted by Rushcliffe and Mansfield Councils back in house. Both authorities came into partnership with ourselves with the objective of utilising capacity on their own collection vehicles. Once this capacity was filled they may not have pushed the growth of this service. We already have plans in place to drive the service forward and it expand our customer base. This should drive up the recycling rate from April next year.

14.2 We are also looking at refreshing the battery recycling scheme and reviewing our bring site offering with the aim of expanding the number of points available. We will also keep working with residents and community groups to ensure that all of the materials that we currently collect are placed in the correct bin. This will reduce contamination and should drive up our recycling rates as a result.

15.0 Equalities Implications

15.1 None at this stage.

16.0 Financial Implications (FIN19-20/8276)

16.1 The report is not suggesting any changes at the moment so there are no financial implications in the short term. However, long term there is likely to be some, but the impact is not known at this stage. Transport & Waste Services will work alongside Financial Services to monitor this and any changes to the service. When there are any financial implications in the future, these will be brought to committee at the appropriate time.

RECOMMENDATIONS: that

- (a) Members note the information contained in this report and the potential development of new collection streams in light of the National Waste Strategy; and**
- (b) Members note and support the existing actions that are being taken to increase recycling levels.**

Reason for Recommendations

The National waste strategy could have significant financial implications for the council. Decisions about future collection schemes of the core materials are best left until further clarification is provided by central government.

Officers intend return to the committee with an update on the National Waste Strategy as soon as one is available at which time we will also provide an update on the garden waste collection and overall recycling performance.

Background Papers

None

For further information please contact Matt Adey on Ext 5253

Matthew Finch
Director – Communities & Environment

LEISURE & ENVIRONMENT COMMITTEE

24 SEPTEMBER 2019

URGENCY ITEMS - MINUTE OF DECISION

Delegation arrangements for dealing with matters of urgency

Paragraph 7.2.1 of the Council's Constitution provides that Chief Officers may take urgent decisions if they are of the opinion that circumstances exist which make it necessary for action to be taken by the Council prior to the time when such action could be approved through normal Council Procedures. They shall, where practicable, first consult with the Leader and Chairman (or in their absence the Vice Chairman) and the Opposition Spokesperson of the appropriate committee (Constitution incorporating a scheme of delegation approved by the Council on 14th May 2013)

Subject: New Swimming Pool at Dukeries Leisure Centre

Appropriate Committee: Leisure and Environment Committee and Policy and Finance Committee

Details of Item:

The purpose of this urgency item is to provide members with an update on progress in relation to the above project and to advise that an instruction to proceed to the next stage of the project has been issued.

Members will be aware that the project has formal approval to progress subject to costs being within the approved budget of £2.5M. Of this budget £2m is for the new build and £500K is for ancillary works as may be required to ensure the re-provision of car parking spaces, access arrangements and soft landscaping as part of the overall scheme. The Project Team has reviewed and risk assessed the submitted feasibility study and is pleased to report that currently the project remains within the approved budget of £2m. Accordingly, members are advised that an instruction to proceed to RIBA Stage 3 and 4 has been issued to Total Swimming, the project developer. This will enable the scheme to progress to detailed design and cost plan to provide greater certainty on the overall project costs in order that risks relating to the provision of utilities services are fully costed and understood.

The instruction issued allows the project to progress without unnecessary delays with options to review the project at detailed design stage to ensure that it remains in cost and can proceed to tender stage. At this stage a further review will take place to protect the Council's position and to ensure deliverability as per approvals. Should this not be the case a report will be presented to L&E and P&F Committee for further consideration at the appropriate time.

Decision

Urgency Item agreed by Members listed in order to ensure that the project proceeds without unnecessary delay.

Members Consulted:

Councillor David Lloyd – Leader of the Council and Chair of Policy and Finance (05/08/19)

Councillor Paul Peacock – Opposition Spokesperson Policy and Finance (05/08/19)

Councillor Roger Jackson - Chair of Leisure and Environment (05/08/19)

Councillor Yvonne Woodhead – Opposition Spokesperson Leisure and Environment (05/08/19)

Signed

A handwritten signature in black ink, appearing to be 'D. Lloyd', written in a cursive style.

Date 06/08/2019

Director - Communities & Environment

Forward Plan of the Leisure & Environment Committee Decisions from 1 September 2019 to 17March 2020

This document records some of the items that will be submitted to the Leisure & Environment Committee over the course of the next twelve months.

These committee meetings are open to the press and public.

Agenda papers for the Leisure & Environment Committee meetings are published on the Council's website 5 days before the meeting <http://www.newark-sherwooddc.gov.uk/agendas/>. Any items marked confidential or exempt will not be available for public inspection.

| Meeting Date | Subject for Decision and Brief Description | Contact Officer Details |
|--------------|---|--|
| 24.09.19 | Sherwood Forest Hospital NHS Foundation Trust Presentation | leanne.monger@newark-sherwooddc.gov |
| 24.09.19 | Climate Change Emergency-Taking Forward the measures agreed by full Council | kate.marshall@newark-sherwooddc.gov tracey.piper@newark-sherwooddc.gov matt.finch@newark-sherwooddc.gov |
| 24.09.19 | Investment in cleansing and grounds maintenance services | matt.finch@newark-sherwooddc.gov.uk ella.brady@newark-sherwooddc.gov.uk deb.johnson@newark-sherwooddc.gov |
| 24.09.19 | Recycling Review across Nottinghamshire Waste Collection Authorities | matt.adey@newark-sherwooddc.gov andrew.kirk@newark-sherwooddc.gov |
| 24.09.19 | Not in Newark and Sherwood Fly Tipping Campaign | alan.batty@newark-sherwooddc.gov andrew.kirk@newark-sherwooddc.gov |
| BC | Mental Health – Charity MIND and/or Other Charities and Voluntary Groups | leanne.monger@newark-sherwooddc.gov |
| 24.09.19 | Active4Today Performance (Q1) | leanne.monger@newark-sherwooddc.gov |
| 24.09.19 | Urgent delegated decision in relation to the new Dukeries Pool | andy.hardy@newark-sherwooddc.gov |
| 19.11.19 | Clinical Commissioning Group (CCG) Presentation | leanne.monger@newark-sherwooddc.gov |
| 19.11.19 | SLCT Extension (to be confirmed) | leanne.monger@newark-sherwooddc.gov |
| 19.11.19 | Sports & Recreation Facilities Plan | leanne.monger@newark-sherwooddc.gov |

| | | |
|----------|---|--|
| 19.11.19 | Active4Today Governance Review | leanne.monger@newark-sherwooddc.gov andy.hardy@newark-sherwooddc.gov |
| 19.11.19 | Active4Today Draft Business Plan & Performance (Q2) | leanne.monger@newark-sherwooddc.gov |
| 19.11.19 | Health & Wellbeing Plan – Target Areas/Placed Based Approaches | leanne.monger@newark-sherwooddc.gov |
| 19.11.19 | Review of bulky waste | andrew.kirk@newark-sherwooddc.gov matt.adey@newark-sherwooddc.gov |
| 19.11.19 | Report on the Town Centre Day of Action 2 | matt.finch@newark-sherwooddc.gov andy.hardy@newark-sherwooddc.gov |
| 19.11.19 | Health and Safety Report | tracey.piper@newark-sherwooddc.gov |
| 21.01.20 | Hawtonville Community Centre Update | leanne.monger@newark-sherwooddc.gov |
| 21.01.20 | Active4Today Final Business Plan & Performance (up to end of November – part Q3) | leanne.monger@newark-sherwooddc.gov |
| 21.01.20 | Progress Report on Garden Waste being brought in house from 20/21 | andy.kirk@newark-sherwooddc.gov matt.adey@newark-sherwooddc.gov |
| 21.01.20 | Update on Graffiti Removal following policy adoption by Leisure & Environment Committee | alan.batty@newark-sherwooddc.gov andrew.kirk@newark-sherwooddc.gov |
| 17.03.20 | Health & Wellbeing Plan – Annual Update | leanne.monger@newark-sherwooddc.gov |
| 17.03.20 | Climate Change Strategy and Action Plan | matt.finch@newark-sherwooddc.gov kate.marshall@newark-sherwooddc.gov tracey.piper@newark-sherwooddc.gov |
| 17.03.20 | Waste Strategy Review | matt.finch@newark-sherwooddc.gov andrew.kirk@newark-sherwooddc.gov matt.adey@newark-sherwooddc.gov |