



*Castle House  
Great North Road  
Newark  
NG24 1BY*

*Tel: 01636 650000*

[www.newark-sherwooddc.gov.uk](http://www.newark-sherwooddc.gov.uk)

**Monday, 8 March 2021**

**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, 16 March 2021 at 6.00 pm**

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

**You are hereby requested to attend the above Meeting for the purpose of transacting the  
business on the Agenda as overleaf.**

Attendance at this meeting and public access will be by remote means due to the Covid-19 Pandemic. Further details to enable remote access will be forwarded to all parties prior to commencement of the meeting. If you have any queries please contact Catharine Saxton on [catharine.saxton@newark-sherwooddc.gov.uk](mailto:catharine.saxton@newark-sherwooddc.gov.uk).

## AGENDA

Page Nos.

### **Remote Meeting Details**

This meeting will be held in a remote manner in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

The meeting will be live streamed on the Council's social media platforms to enable access for the Press and Public.

1. Apologies For Absence
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 19 January 2021 5 - 14
5. Chairman's Report
6. Presentation from the Clinical Commissioning Group (CCG)

A presentation will be undertaken by David Ainsworth, Locality Director-  
Mid Nott's CCG

### **Part 1- Items for Decision**

7. Proposal For A Public Space Protection Order - Vicar Water Country Park 15 - 24
8. Hawtonville Community Centre and Reach Update and Lease Arrangements 25 - 31
9. Annual Review Of The Exempt Reports Considered By The Leisure & Environment Committee 32

### **Part 2- Items for Information**

10. Climate Emergency Update 33 - 36
11. Potential Routemap To The Electrification Of The NSDC Fleet 37 - 42
12. YMCA Community and Activity Village Update Verbal Report
13. Leisure & Environment Committee Forward Plan 43 - 44

### **Confidential and Exempt Items**

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.

15. Southwell Leisure Centre Trust (SLCT) Alternative Management Arrangements

45 - 66

# 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, 19 January 2021 at 6.00 pm.

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

Councillor L Brailsford, Councillor S Carlton, Councillor D Cumberlidge,  
Councillor P Harris, Councillor Mrs L Hurst, Councillor J Lee and  
Councillor Mrs Y Woodhead

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

Councillor S Carlton declared a personal interest in Agenda Item 7 – Active4Today – Final Business Plan 2020/21 and Performance Update, as he was a member of the Board of Active4Today.

Councillor P Harris declared a personal interest in Agenda Item 14 – Southwell Leisure Centre Trust Update, as he was a Trustee to Southwell Leisure Centre.

The meeting was held remotely, in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

### 80 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman informed the Committee that the Council was undertaking an audio recording of the meeting which was to be webcast.

### 81 MINUTES OF THE MEETING HELD ON 17 NOVEMBER 2020

AGREED that the Minutes of the meeting held on 17 November 2020, be approved as a correct record to be signed by the Chairman.

### 82 CHAIRMAN'S REPORT

The Chairman provided an update to the Committee on the major developments that had taken place within the Committee's remit since the last meeting held 17 November 2020.

It was reported that the response to COVID-19 had continued to affect services within the Council's responsibility. At the time of the last committee meeting, the Council's leisure centres in Newark, Ollerton and Blidworth were closed as was the centre in Southwell which the Council supported. Members were all too aware of the Prime Minister's announcement on 4 January 2021 and as a result, those centres continued

to remain closed and as to date, there was no timescale as to when they may be able to re-open. This depended upon infection rates and the rollout of the national vaccination programme. Andy Carolan, the managing director of Active4Today, provided an update on the agenda in relation to the impact this was having on the business, its finances to the end of the year and into 21/22.

Nick Wilson, the Council's business manager of financial services, also provided the impact this and other Covid disruptions were having on the Council's finances.

The Chairman commented that whilst it was encouraging to note the support that was available to mitigate the unavoidable losses that had been incurred by Active4Today, there was no doubt that challenges lay ahead in restoring a membership base that was 37% down on pre-Covid levels.

On a more positive note, the Council continued to make good progress with the new pool at the Dukeries Leisure Centre in Ollerton. The superstructure was now in place and was currently on programme for completion, June 2021. A date was being established and a safe system of work to enable members to take a tour of the facility as it took shape. Late February was the initial thought as the nights become lighter and the superstructure was enclosed. However, with the restrictions that were in place as well as the need not to disrupt the work of the contractor which was already challenging enough, the date had been put on hold. Officers would write to Members with the outcome over the next few weeks.

In relation to the Council's cleansing and grounds maintenance services, the Chairman informed the committee that the Policy and Finance and the Homes and Communities Committees had both approved the proposals to bring the housing grounds maintenance service back in-house. The recruitment process had started in earnest for new operatives to deliver the work, with the change due to take effect in April this year. This would lead to a better, more consistent and more accountable service for streetscene, irrespective of whether communities were on HRA land or not. The Chairman commented that bringing the Garden Recycling service back in house from Rushcliffe and Mansfield had already given the Council greater control of their own destiny, as contained within the agenda. Over the course of the first year the service had been run by NSDC, an additional 1,400 new customers had been generated. This was important both as an income stream and in improving the recycling performance. Members were also advised that the Chatham Court and Lovers Lane areas in Newark were currently benefitting from the award of £550,000 through the Home Office's Safer Streets Fund.

The Chairman also informed the Committee that whilst responsibility for community safety sat with Homes and Communities, he wanted to make the Committee aware of environmental improvements that were being made as a result of interventions from colleagues in street scene, who had been sprucing up the streets and open spaces. This was a significant contribution to a range of interventions which were designed to make residents feel safer in a ward which statistically had low ratings when compared to the rest of Newark and Sherwood. Similarly, Members would also see a report on the agenda which was trying to improve public safety in one of the Council's four green flag parks – Vicar Water. It was unfortunate that it had been submitted seeking to approve a public space protection order for the park, but hopefully that was another tool in preventing the worrying rise the Council had seen over recent times in fires being deliberately started at what was a much loved beauty spot.

83 PRESENTATION REGARDING PUBLIC HEALTH/ACTIVE NOTTS PHYSICAL INSIGHT PROJECT

A presentation was provided by Helen Ellison – Health Improvement Officer, Newark and Sherwood District Council and Helen Davis – Strategic Lead, Active Nottinghamshire. The presentation informed the Committee of a project which had developed an insight led, asset based approach to changing physical activity behaviour in Ollerton. The aim of the project was to help the community to become physically active and was person led rather than service led. The team worked with the community and learned what the individual requirements were and then developed a fitness regime tailor made around the individual rather than providing a service which did not meet community need.

A Member commented that the project did not include weight management, a problem which had increased during the pandemic. It was confirmed that this was a countrywide problem which would need to be addressed. The Council was working closely with the Integrated Weight Management Service – Your Health, Your Way, to address this problem.

The Chairman thanked them both for presenting the informative presentation and invited them back to a future meeting of the Leisure & Environment Committee.

AGREED (unanimously) that the presentation be noted.

84 ACTIVE4TODAY - FINAL BUSINESS PLAN 2020/21 AND PERFORMANCE UPDATE

The Committee considered the report presented by the Health Improvement and Community Relations Manager which presented the Active4Today (A4T) Business Plan 2021/22 and the latest performance report to end of December 2020 for Committee consideration and approval.

It was reported that the base budget for 2020/21 forecast a deficit at year end of £275,120, this was revised to £735,395 at the end of period 7, October 2020, and due to the ongoing challenges of closures the latest forecast to year end had now escalated to £997,104. Total income was anticipated to be down by £1.44m a reduction of 46.7% of target income for the year. This was offset by anticipated savings of circa £725k made up from staffing, £360k, premises £205k, supplies and services £160k. In addition income through grants of circa £85k and the management fee payments from the Council of £202k had contributed to reducing the overall deficit to date. Assuming the position did not change significantly until year end the overall financial outturn would require an additional payment of £247k to balance the accounts to zero for the year, reducing to £222k if further Government grant was received, estimated to be circa £25k which was linked to the national lockdown closure instructions. In addition an application had been submitted to the National Leisure Recovery Fund, a MHCLG/DCMS/Sport England grant support scheme, to secure a share of funding made available which would equally contribute towards reducing the anticipated outturn position and improve the company's final position. The amount of grant offered had yet to be confirmed and this fund only related to the recent November lockdown and did not extend to the current National Lockdown although it was hoped that further government assistance would be forthcoming in

due course.

A Member sought clarification regarding the financial position of Active4Today and whether the company would be forced into liquidation. The Business Manager – Financial Services confirmed that the Council had agreed to fund £490k in September 2020, from the Covid fund towards the £700k deficit. Around £200k being contributed from Active4Today reserves and it was anticipated that further grant support would be received through funding from Sport England to supplement the shortfall.

AGREED (with 8 votes For and 1 vote Against) that:

- (a) the Active4Today Business Plan 2021/22 be approved;
- (b) performance to Period 9 (December) be noted;
- (c) Active4Today presents its 2020/21 draft accounts by early April 2021 in order that a the Director – Housing, Health and Wellbeing, with delegated approval, can agree what level of contribution is made to the Company, for 2020/21 based on the outturn position;
- (d) the full year financial position be reported to the June Committee; and
- (e) the initial early forecast outturn position for 2021-22 be noted.

85 PROPOSAL FOR A PUBLIC SPACE PROTECTION ORDER - VICAR WATER COUNTRY PARK

The Committee considered the report presented by the Business Manager – Public Protection, which informed the Committee of the incidents of fire related nuisance at Vicar Water Country Park. The report also sought approval to begin a consultation process on the use of Public Spaces Protection Orders to control the use of materials within the Park to reduce risk of further damage.

The Chairman suggested that a designated BBQ area be built into the park, something he hoped would be addressed through the consultation.

The local ward Member commented that the proposals were welcomed as Clipstone had suffered recently with anti-social behaviour. Vicar Water had been awarded the Green Flag and the Rumbles project had offered a valued service to the community providing food parcels during the pandemic.

The Business Manager – Public Protection confirmed that the proposed consultation process would run for four weeks. The listed groups and agencies in the report would be contacted, the public would be consulted through the Council's website. The Park Ranger would also speak to visitors at the park to obtain their views. A report providing the consultation findings would be submitted to the March 2021 meeting of the Committee.

AGREED (unanimously) that:

- (a) the proposal to consult on the possibility of introducing a Public Space Protection Order at Vicar Water Country Park be supported;
- (b) the terms of the PSPO as being 'a person or persons are prohibited from the following activities being: the lighting of fires; barbecues; Chinese lanterns, fireworks; or using any article/object which causes a naked flame and which poses a risk of fire', be agreed;
- (c) the list of consultees as set out in paragraph 4.3 of the report be agreed; and
- (d) a further report setting out the results of the consultation be brought back to the Leisure & Environment Committee.

#### 86 LEISURE & ENVIRONMENT COMMITTEE REVENUE BUDGET 2021/22

The Committee considered the report presented by the Business Manager – Financial Services, which sought feedback from the Leisure & Environment Committee on the following:

- The proposed general fund revenue budget for the 2021/22 financial year (01 April 2021 – 31 March 2022) for those services which fell under its remit.
- The scale of proposed fees & charges for 2021/22 also for those services which fell under its remit.

The report sought approval from the Committee for the following:

- The 2021/22 base budget as detailed within Appendix A to the report, to be recommended to Policy & Finance Committee at its meeting on 22 February 2021 for inclusion in the overall council budget.
- The 2021/22 fees & charges as detailed in Appendix D to the report, to be recommended to Policy & Finance Committee at its meeting on 22 February 2021 and Council at its meeting on 9 March 2021.

The Business Manager – Financial Services informed the Committee that the Environmental Health Fees and Charges had been omitted from the report and were displayed during the Microsoft Team meeting. The additional information would be circulated to Members following the meeting.

A Member sought clarification regarding the capital charge for the budget and the percentage of capital charge/costs for each sub heading. The Business Manager – Financial Services confirmed that the depreciation charge was not a cost to the tax payer and hence not included in the Revenue account. The report presented the controllable costs that the Committee were responsible for monitoring. It was confirmed that a conversation would take place following the meeting with the



relevant Member.

AGREED (unanimously) that:

- (a) the following recommendations be made to Policy & Finance Committee at its meeting on 22 February 2021:
  - i. the 2021/22 base to the report budget in Appendix A to the report, for inclusion in the overall council budget; and
  - ii. to Council on 9 March 2021, the 2021/22 fees & charges in Appendix D to the report.
- (b) the information relating to the Environmental Health – Fees and Charges be circulated to Members of the Leisure & Environment Committee.

87 LEISURE & ENVIRONMENT REVENUE AND CAPITAL FORECAST OUTTURN REPORT TO 31 MARCH 2021 AS AT 30 NOVEMBER 2020

The Committee considered the report presented by the Business Manager – Financial Services, which compared the Revised Budgets for the period ending 31 March 2021 with the Projected Outturn forecast for the period, based on meetings with Financial Services staff and the appropriate Business Manager. The budget was based on eight months' performance information on the Council's revenue and capital budgets, including General Fund (GF) Revenue and capital programme.

The current position for the Council was a variance of between £0.078m (unfavourable) and £(0.022)m (favourable). This was prior to any return funding from the Nottinghamshire Business Rates Pool, for which S151 Officers across the County were working to review the position.

The forecast outturn position for the Leisure & Environment Committee was an unfavourable variance of £0.242m. The main reasons for this variance were detailed within the report. It was noted that the projected outturn variances were still somewhat indicative and that they would become more accurate in subsequent months, as officers continued to refine budgets and forecasts in light of the latest information available.

AGREED (unanimously) that the report be noted.

88 URGENCY ITEM - GARDEN RECYCLING

The report provided the Committee with the urgency decision that had been taken to secure urgent delegated approval to offer a one-off £30 introductory offer to everyone who had taken up the offer for Garden

Recycling and not just residents who were subscribers during the original service reductions.

The introductory offer had been introduced because the garden recycling collection had been interrupted by the first lock down through Covid 19 and following many complaints communications had been put out by the authority that promised a reduction in charge for the 2021/22 financial year in recompense. This also encouraged customers to remain a subscriber rather than cancel. Due to software restrictions, that could only administer one level of charge at a time and the fact that this was an ideal time to push for more customers, it was proposed that a one-off £30 introductory offer be offered to everyone and not just residents who were subscribers during the original service reductions.

AGREED (unanimously) that the urgency item be noted.

89 LEISURE & ENVIRONMENT COMMITTEE FORWARD PLAN

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.

Members suggested the following:

- Cattle Market, costs and benefits
- Extending the litter pick service – need to invest in a litter picker for the Bridge Ward
- Update on Fly Tipping in the district

AGREED (unanimously) that:

- (a) the Forward Plan be noted; and
- (b) the following suggested items be researched and included on the Leisure and Environment Committee Forward Plan:
  - Cattle Market, costs and benefits
  - Extending the litter pick service – need to invest in a litter picker for the Bridge Ward
  - Update on Fly Tipping in the district

90 EXCLUSION OF THE PRESS AND PUBLIC

AGREED (with 8 votes For and 1 vote Against) 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 involved the likely disclosure of exempt information as defined in Paragraph 3 of part 1 of Schedule 12A of the Act.

91 SOUTHWELL LEISURE CENTRE TRUST UPDATE

The Committee considered the exempt report of the Director of Housing, Health and Wellbeing which updated the Committee on the progress with proposals for an alternative management arrangements between Southwell Leisure Centre Trust and the Council.

(Summary provided in accordance with 100C(2) of the Local Government Act 1972.)

Meeting closed at 7.50 pm.

Chairman

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

## LEISURE AND ENVIRONMENT COMMITTEE

16 MARCH 2021

### PROPOSAL FOR A PUBLIC SPACE PROTECTION ORDER – VICAR WATER COUNTRY PARK

#### **1.0 Purpose of Report**

To report the findings of the consultation with key partners and members of the public, on the proposed Public Space Protection Order (“PSPO”) at Vicar Water Country Park.

#### **2.0 Background Information**

2.1 In January 2021 the Committee considered a report on a Public Space Protection Order in relation to fire related controls at Vicar Water Country Park and recommended that formal consultation took place with the following:

Notts Fire and Rescue  
Notts Police  
Clipstone Parish Council  
Park Users  
Friends of Vicar Water  
Clipstone Angling club  
Notts Wildlife Trust

#### **3.0 Introduction**

3.1 The consultation has been carried out in accordance with Government guidance and has considered if the geographical area and specific controls enforced under the proposed PSPO are necessary and appropriate.

3.2 The consultation took varying forms; partnership agencies (Nottinghamshire Police, Nottinghamshire Fire & Rescue Service, Clipstone Parish Council, Clipstone Angling Club, and Nottinghamshire Wildlife Trust) were provided with questionnaires. Responses have been received by all 5 agencies and are set out in a summary document attached as Appendix One.

3.3 The public proposal took place by way of displaying the proposed PSPO on the Council’s website, on both the “Have Your Say” and Vicar Water webpages.

3.4 Responses were received from three members of the public. All three supporting the proposal for a PSPO.

3.5 Consideration has been given to the option of a specifically designated BBQ area. Consultation with other park providers as demonstrated that outside of the vary large areas such as Clumber Park this is not a feature normally provided due to the fire risk. The Parks team have confirmed that they would not support the designation of such an area.

#### **4.0 Proposals**

4.1 Due to the history of fires and anti-social behaviour at the site it is proposed that a Public Space Protection Order be considered at Vicar Water Country Park.

4.2 The terms of the PSPO being:

”a person or persons are prohibited from the following activities being: the lighting of fires; barbecues; Chinese lanterns, fireworks; or using any article/object which causes a naked flame and which poses a risk of fire”

4.3 A map showing the proposed area of the PSPO is attached as Appendix Two. It indicates that the extent of the proposed PSPO is the whole of vicar water Country Park, however there is a small exclusion area around the fishing lake to allow smoking by the angling club as their members are there for an extended amount of time.

4.4 Two further designated smoking areas have been identified as:

- (1) the area outside of the Visitors Centre, which hosts Rumbles Café, and would be restricted to the immediate area at the rear of the building, which includes the outdoor seating facility for Rumbles Café.
- (2) the car park area

A map showing these additional exclusions is attached as Appendix three

4.5 Failure to comply with the PSPO is an offence. It is proposed that the fixed penalty level or all Public Space Protection Orders is set at £100.00 reduced to £75.00 if made within 14 days. This aligns the penalty level with that of similar environmental and ASB offences.

4.6 It is proposed that the enforcement of PSPO’s will be carried out by Authorised officers of the council and police.

#### **5.0 Equalities Implications**

5.1 The introduction of a PSPO should not have any impacts on any protected characteristic groups. The consultation has not raised any equality issues.

5.2 Any enforcement of the PSPO will be undertaken in line with the Councils Corporate Enforcement Policy.

#### **6.0 Digital Implications**

6.1 None from this report

#### **7.0 Financial Implications (FIN20-21/7135)**

7.1 There is sufficient current budget in the Environmental Health Service to cover the costs of advertising the PSPO.

- 7.2 The costs for signage can be met within current budgets. The signs, setting out the controls in place, will need to be distributed across the park.
- 7.3 PSPOs can be enforced by the use of fixed penalty notices. It is not anticipated that any significant income will be generated by this activity.

## **8.0 Community Plan – Alignment to Objectives**

- 8.1 There are two objectives that this report is relevant to, they are:

Reduce crime and anti-social behaviour and increase feelings of safety in our communities

Enhance and protect the districts natural environment

- 8.2 The creation and enforcement of a PSPO as proposed will assist in the delivery of these elements of the Community Plan.

## **9.0 RECOMMENDATION**

**Members are asked to:**

- (a) agree the terms of the PSPO as being ‘a person or persons are prohibited from the following activities being: the lighting of fires; barbecues; Chinese lanterns, fireworks; or using any article/object which causes a naked flame and which poses a risk of fire’; and
- (b) agree the proposed designated smoking areas.

### **Reason for Recommendation**

**To put appropriate controls in place to control fire starting and ASB at Vicar Water Country Park**

Background Papers - Nil

For further information, please contact Alan Batty ext 5467.

**Matthew Finch**  
**Director - Environment and Communities**

**PSPO VICAR WATER – SUMMARY OF CONSULTATION RESPONSES**

	The Council are currently considering a PSPO for Vicar Water Country Park in relation to combating fire related nuisance. Do you support this?		Do you agree with the terms?		Do you support the area included in the PSPO, as shown on the map?		A designated BBQ area has been proposed on the country park, what are your views on this?		There are proposed designated smoking areas within the Country Park; 1. Around the fishing lake, 2. In the car park, 3. Nearby Rumbles Café. Are you in agreement with this?		If you have had reports of fire related nuisance in the last 12 months, please give brief details:	On a scale of 1 to 5 how big a problem do you think this is? 1 being nil impact and 5 being severe	Any further comments:
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No		Score 1 – 5	
Notts Police Insp Sutton	X		X		X			X	X			5	additional comments on questionnaire captured below
NFRS	X		X		X		Comments on questionnaire		Comments on questionnaire		Stats provided	3	additional comments on questionnaire captured below
Clipstone Parish Council	X		X		X		Comments on questionnaire		Comments on questionnaire		Comments on questionnaire	Comments on questionnaire	additional comments on questionnaire captured below
Park Users	X x 3										-	-	3 members of the public have emailed to confirm support of the proposed PSPO
Friends of Vicar Water	X		Comments on questionnaire		Comments on questionnaire		Comments on questionnaire		Comments on questionnaire		-	4	additional comments on questionnaire captured below
Clipstone Angling Club	X		X		X		Comments on questionnaire		X		-	-	Questionnaire not completed but relayed views via telephone conversation – see notes
Notts Wildlife Trust	X		X		X		X		X			5	additional comments on questionnaire captured below

Agenda Page 17

**Specific Comments:**

**Designated BBQ Area:**

**NFRS:**

“As this is against the PSPO stating no naked flames/bbq, there needs to be clear relevant signage and marked areas to ensure this is adhered to. Signage for safe/responsible bbq-ing and disposal should also be clear”

**Nottinghamshire Police:**

“I would suggest that BBQ’s are not allowed in any area of the County Park as it creates an opportunity for breach of the PSPO, and makes it confusing. There are other ways in which people can enjoy food whilst at the County Park”



## PSPO VICAR WATER – SUMMARY OF CONSULTATION RESPONSES

**Nottinghamshire Wildlife Trust:** “We recommend that it is located in an amenity managed area in close proximity to the café/car park area to minimise the risk of fire spreading to vulnerable semi-natural habitats and protected species within the wider area of the park”

**Clipstone Parish Council:** “I would suggest that BBQ’s are not allowed in any area of the County Park as it creates an opportunity for breach of the PSPO, and makes it confusing. There are other ways in which people can enjoy food whilst at the County Park”

**Friends of Vicar Water:** “It will encourage larger groups and rubbish. It would need a cctv aimed at it”

### Designated Smoking Areas:

**NFRS:** “Provision of smoking bins in these areas would need to be provided so that smokers are deterred from discarding cigarettes on grass and flammable areas. Again, clear signage and safe disposal would be recommended.”

**Nottinghamshire Police:** No additional comments

**Nottinghamshire Wildlife Trust:** No additional comments

**Clipstone Parish Council:** “Any designated smoking area will need to be clearly marked and designed in such a way that people do not “accidentally” leave and end up extinguishing cigarettes elsewhere. These areas only make sense if any smoking elsewhere is monitored and if need be sanctioned. If not members of the public will rely on their “common sense” where to smoke. Educating the public will be the real challenge. Other countries ban smoking either seasonally or generally and impose sometimes huge fines. See Rauchverbot im Wald: Was gilt in welchem Bundesland? (bussgeld-info.de) for example.”

**Clipstone Angling Club:** The Club agree with designated smoking areas, particularly the consideration to a smoking area around the lake – there are a number of fishing matches during a season therefore if fishermen that smoke had to leave their fishing pitch to smoke, it would disadvantage them during a match.

Further support, fishermen would not want to leave their equipment unsupervised if they had to move to another area of the Park to smoke (*comments recorded during conversation SM & Phil Hatfield 25/01/2021*)

**Friends of Vicar Water:** “I’m not sure that smoking should be encouraged if they see its allowed it won't stop them doing it elsewhere on the park. Just to confirm. It’s surrounded by woods fauna so I disagree with smoking area.”

## PSPO VICAR WATER – SUMMARY OF CONSULTATION RESPONSES

### Any further comments:

- NFRS:** No additional comments
- Nottinghamshire Police:** “Fire related nuisance continues to be an issue in this area. There is a clear risk to public and this PSPO will give the police and council powers to deal with any further issues.”
- Nottinghamshire Wildlife Trust:** “Gorse, birch and heather are the dominant habitats within the park, which are extremely vulnerable to fire. The presence of a population of common lizard is also an important consideration and so impacts from a fire could be severe.”
- Clipstone Parish Council:** “The severity of the problem depends on the incident. Smoking a cigarette on a damp day and extinguishing it responsibly is only a problem in so far as smoking is objectionable and sets a poor example, minor problem. Fire related vandalism destroying picnic benches causes material damage which businesses, individuals or the community have to pay to put right. A carelessly discarded cigarette causing extensive burning of heath land costs thousands to extinguish, years of hard work and money to reverse damage to habitats, loss of animal life, and potentially loss of human life. The effect could be extremely severe.”
- Clipstone Angling Club:** “Clipstone Angling Club operate a season ticket system – all members are provided with information around fire safety (no fires or no disposable BBQs) at Vicar Water – this information is also printed on the season ticket.
- Some fishermen, particularly those overnight, may use gas camping type stoves for cooking – is this something that could be allowed to continue in the area surrounding the lakeside” (*comments recorded during conversation SM & Phil Hatfield 25/01/2021*)
- Friends of Vicar Water:** Do you agree with the terms?  
Response: “The area looks ok on map”
- Do you support the area included in the PSPO, as shown on the map?  
Response: “Its just an outline. I think it needs to cover from small pond up to the large pond where the handbus and through the path towards the warehouses that lead to it from Baulker Lane area as this is a bad area for anti social behaviour and ut links via a path to vicar water”

### Members of the Public emails:

**From:** [redacted] [redact personal information]

**Sent:** 28 January 2021 19:10

**PSPO VICAR WATER – SUMMARY OF CONSULTATION RESPONSES**

**To:** Sue Miller <Sue.Miller@newark-sherwooddc.gov.uk>

**Subject:** Vicar Water Country Park

Hi I am writing to say I support the PSPO Order for Vicar Water and agree with the terms. We walk on Vicar Water regularly and have been horrified at the fires that have caused so much damage especially over the last couple of Summers. It also puts wildlife and their habitats at risk.

Jill (Downes)

**From:** [redacted] [redact personal information]

**Sent:** 29 January 2021 05:42

**To:** Sue Miller <Sue.Miller@newark-sherwooddc.gov.uk>

**Subject:** PSPO

Hi Sue, I agree with the PSPO for Vicars Water and my contact details are as

[redacted]  
[redacted]  
[redacted]  
[redacted]

[redacted]

[redact personal information]

Kind regards Hayward

**From:** [redacted] [redact personal information]

**Sent:** 30 January 2021 17:59

**To:** Sue Miller <Sue.Miller@newark-sherwooddc.gov.uk>

**Subject:** Proposed Public Space Protection Order (PSPO) for Vicar Water Country Park

Hi Sue

I am emailing regarding the proposed protection order for Vicar water Country Park as outlined below. We are local residents and completely agree with the proposed terms. We know what destruction that can be caused to such a beautiful wild environment which is available for the public to enjoy and would very much like to see the protection order applied .

**PSPO VICAR WATER – SUMMARY OF CONSULTATION RESPONSES**

The proposed terms are:

”a person or persons are prohibited from the following activities being: the lighting of fires; barbecues; Chinese lanterns, fireworks; or using any article/object which causes a naked flame and which poses a risk of fire”

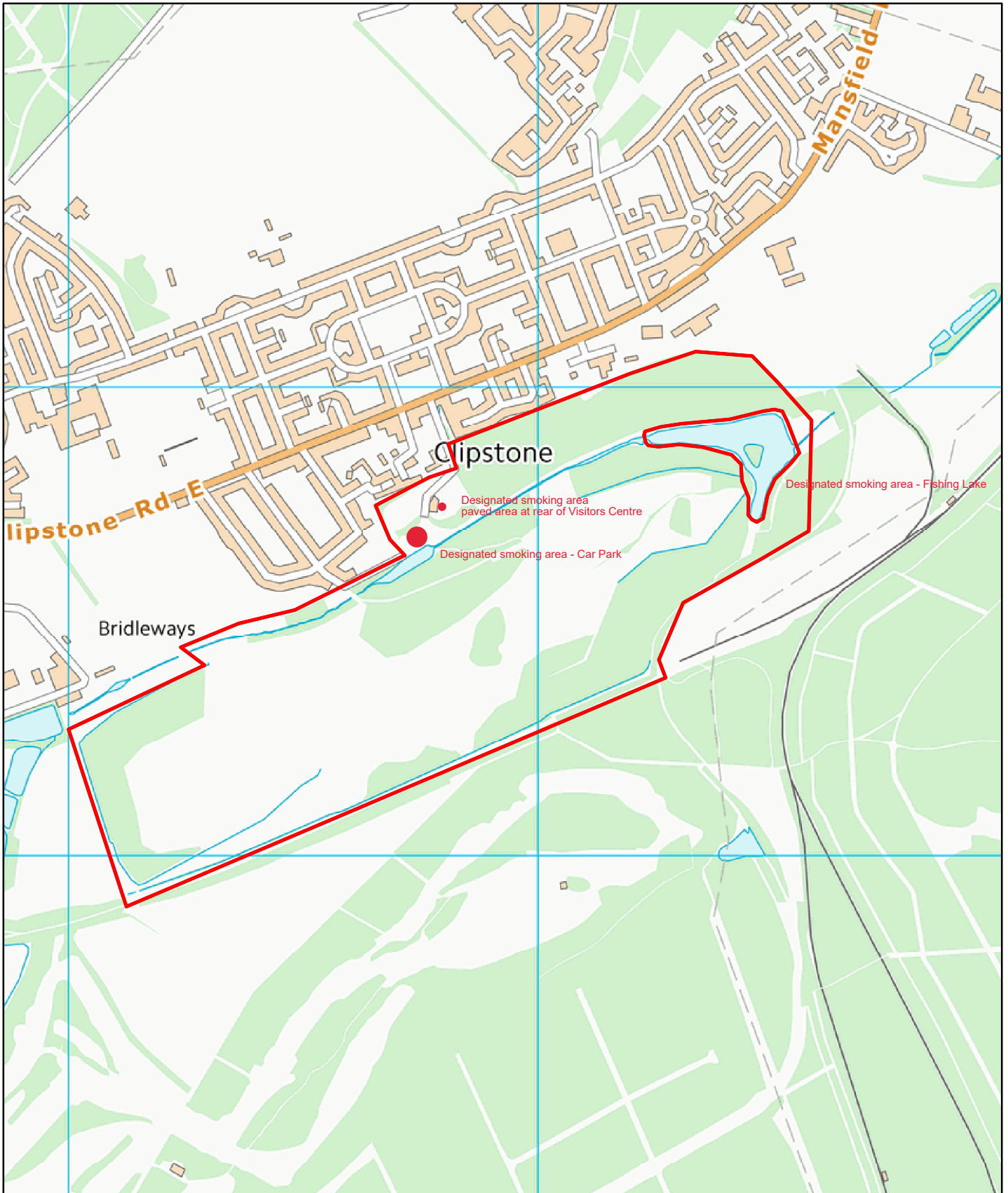
My email as above is [REDACTED]

My address [REDACTED] [redact personal information]

Kind regards

Wendy Newton

# Public Space Protection Order



© Crown Copyright and database right 2020 Ordnance Survey. Licence 100022288. Scale: 1:11,309 Date: 14/12/2020



 Site

## Public Space Protection Order (Newark and Sherwood District) Order 2020

**Vicar Water Clipstone**  
**Map Reference PSPO3065**

Agenda Page 22

Site Area (Sq Metres) 95445
Date: 14 December 2020
Grid Ref: SK <Double click to insert>
Page 22 of 309

**Appendix Three - Public Space Protection Order Vicar Water – Designated Smoking Areas, Car Park and rear of Visitors Centre**



## LEISURE AND ENVIRONMENT COMMITTEE

16 MARCH 2021

### HAWTONVILLE COMMUNITY CENTRE LONG TERM LEASE - REACH LEARNING DISABILITY

#### **1.0 Purpose of Report**

1.1 To secure Leisure and Environment Committee support, subject to Policy and Finance approval, to grant Reach Learning Disability (RLD) a long term lease for the use of Hawtonville Community Centre for a period of 15 years with 5 year break clauses.

#### **2.0 Background Information**

2.1 RLD has been a tenant of the centre for 34 months and it has become an established part of the community. RLD began their 3 year tenancy in April 2018 and throughout this period, it has participated in many community events alongside community partners such as the District Council and the Prince's Trust. During this time it has built up the level of community use through hiring the facilities for such events as birthday and christening parties and regular bookings such as Yoga and children's dance classes.

2.2 In support of the proposal RLD has set out a number of benefits that would be achieved if the 15 year lease were to be granted which are outlined in Appendix A attached. As an organisation RLD was established in 1999 (originally as the Southwell Care Project) and celebrated its 20<sup>th</sup> Anniversary in 2019, its income to year end March 2020 was £2.577m generated and expenditure of £2,392m across its operational locations which are primarily Newark and Sherwood based.

#### **3.0 Current Overview**

3.1 RLD has now firmly established its operational base at the centre and is recognised as an integral part of the local community. The centre provides a safe, secure and inviting space for service users and the atmosphere at the centre during service user facing time (10.00 am to 12.00pm and 1.00pm to 3.00pm Monday to Friday) is vibrant. Friday nights are also popular with many service users regularly attending the social evenings, which run every Friday from 6.00pm to 8.00pm. This is a clear demonstration that service users see the centre as a place which they can associate with, feel safe and where they want to spend their social time. This is a real testimony to the relationship that exists between staff and volunteers and service users but equally because the building is perfect for such activities.

3.2 The ground floor of the centre is occupied by RLD Monday to Friday typically from 8.00am to 4.00pm and community access is available from 5.00pm to 10.00pm in the three communal areas during evenings and at weekends. The first floor rooms are now occupied by Reach Care following improvements including the installation of air conditioning, improved security, decoration and new carpeting funded by Reach Care.

3.3 Although RLD has reported a reduction in the levels of anti-social behaviour (asb) following a change in operating procedures and improved CCTV provision there are still some challenges with a small number of young people. However, RLD will continue to monitor the situation and liaise with the Council, its partners and the community to further reduce incidents of anti-social behaviour around the centre to maintain a safer environment for all.

- 3.4 The decision of the Council to enter into a short term (3 year) tenancy agreement with RLD served three purposes. In the first instance the tenancy provided RLD an improved base to run its services from which was fit for purpose, secondly it made better use of a community resource that was in need of a responsible and community focussed tenant and thirdly it presented an opportunity for both RLD and the Council to establish whether the use of the centre could work for both parties in the longer term.
- 3.5 Clearly the impact of RLD in the local community and the benefits to the Council of having a reliable tenant have proved to be very successful and accordingly RLD are now keen to secure a longer term relationship with the Council through a 15 year lease. Furthermore, if a 15 year lease is granted, RLD, as a registered charity, will be in a far stronger position to secure external grant funding to invest in and improve the facilities at the centre which will benefit service users and community groups alike.
- 3.6 In addition, the impact on Council staffing resources has reduced significantly through the tenancy relationship and the centre now operates smoothly and efficiently with little oversight or operational input from officers which has freed up capacity. Since RLD became the tenant annual costs to the Council have reduced as per the table below which highlights the utility costs and minor repairs prior to the tenancy commencing.

<b>NSDC Costs at Hawtonville CC 2016/17 &amp; 2017/18</b>				
	<b>2016/17</b>	<b>2017/18</b>		
Minor Repairs	414.95	3233.84		
Electricity	2179.22	3012.15		
Gas	3110.28	4710.83		
Sewerage/Water	688.29	466.62		
<b>Total</b>	<b>6392.74</b>	<b>11423.44</b>		

#### **4.0 Proposals**

- 4.1 That a non-commercial long term lease be granted to RLD for a period of 15 years with effect from 1<sup>st</sup> April 2021 with associated 5 year break clauses that are deemed acceptable and appropriate to both parties, subject to member approval.

#### **5.0 Equalities Implications**

- 5.1 This report seeks to extend an existing relationship and has no anticipated negative equalities impact in respect of the various protected characteristic groups. RLD is a quality assured and highly respected organisation that delivers services to adults with learning disabilities. As part of its existing agreement it also offers community access during evenings and at weekends to the wider community and it is anticipated that a new extended lease will further enhance this current arrangement.



## **6.0 Digital Implications**

6.1 There are no significant digital implications in respect of this proposal. Where appropriate RLD will work closely with the Council to develop specific digital solutions as deemed necessary to ensure that systems and processes for sharing relevant data are in accordance with the Council's Digital Agenda and Local Digital Declaration.

## **7.0 Financial Implications FIN20-21/2719**

7.1 The agreement passports all day to day running costs of the Centre on to RLD, but also allows them to generate the income made by the centre. The impact of this on the budget is zero in terms of the forfeited income against the reduced expenditure. The Council retains liability for the major repairs and renewals for which it currently has budget provision within its Medium Term Financial Plan. The current Repairs and Renewals Fund balance for the centre is £31K and there is annual provision each year through the revenue budget to maintain healthy balances for future schemes.

7.2 There is, within the current agreement, a clause relating to a split of the surplus income generated in respect of the community use element of the centre and this arrangement will continue throughout the new lease with surplus income split equally between the Council and RLD.

## **8.0 Community Plan – Alignment to Objectives**

8.1 The proposal would make a significant contribution to the Council's Community Plan objectives primarily the 'Create vibrant and self-sufficient local communities where residents look out for each other and actively contribute to the local area' and 'Improve the health and wellbeing of the local residents'.

## **9.0 RECOMMENDATIONS that:**

- (a) Leisure and Environment Committee recommend to Policy and Finance Committee that Reach Learning Disability be granted a 15 year lease of Hawtonville Community Centre with 5 year break clauses;**
- (b) the Director of Housing, Health and Wellbeing, be given delegated approval to agree the terms of the lease including community access and use of the centre as is currently the situation, and;**
- (c) Officer colleagues work with Reach Learning Disability to explore opportunities to secure capital investment in the asset for the benefit of all.**

## **Reason for Recommendations**

**To ensure that the terms and conditions of the lease are appropriate and that the Council's asset is held in good order and continues to deliver positive community outcomes in accordance with the Council's Community Plan 2020 - 2023.**

## **Background Papers**

NIL

For further information please contact Andy Hardy on Extension 5708

**Suzanne Shead**  
**Director – Housing, Health and Wellbeing**

## **Reach's Proposal for a long term lease at Hawtonville Community Centre**

### **Context**

Reach Learning Disability (Newark) is a local organisation providing day service provision to over 100 individuals with learning disabilities. Reach Newark is part of Reach Learning disability (registered charity no. 1076318) which has its head office in Southwell and also runs day centres at Brackenhurst College (Flower Pod), Southwell, Mansfield and Flower Pod Newark (Eton Avenue).

Our vision is of a community where people with learning disabilities can make a good future for themselves – a safe, healthy and happy life filled with purpose, achievement, opportunity and friendship. Our mission is to work to achieve an enduring and positive impact by supporting all those who place their trust in us – people with learning disabilities, their families and carers. To accomplish this, we will bring together the support of extraordinary people in our community and the imagination, skills, commitment and compassion of our team.

Reach has been located at Hawtonville Community Centre, St Mary's Gardens, Newark NG24 4JQ since April 2018. Since our move to Hawtonville Community Centre we have been able to grow our day service provision in a building that is well suited to the needs of the individuals attending.

We are putting this proposal together to request a significant length lease that will make us a permanent fixture at Hawtonville Community Centre and support us to secure funding that could improve the building for the individuals who attend Reach Newark.

### **Chantelle Welshe**

#### **Group Manager – Client Services**

#### **Reach Learning Disability – Essential Needs**

- To continue to have sole use of the building from Monday to Friday (8am – 4pm) including the reception room where we monitor and control people accessing the building.
- To continue to have the reception room and two staff rooms as lockable rooms as offices for managers and staff.
- To continue undertaking the prime key-holder role.
- In order to provide a stable base for the individuals and consider applying for funding that can improve the building a 15 year lease with break clauses every 5 years.
- Reach to continue taking responsibility for the existing and new bookings.

#### **Benefits of Continued Occupation**

- The building is in constant use – apart from statutory closures e.g. bank holidays.
- The inevitable benefits to the building structure of constant occupation and regular maintenance.

- Reach have employed a local resident to undertake the role of caretaker who secures the building after community use.
- Community engagement opportunities, the most recent of these - supporting Davison's Bakery – they made packed lunches for the children that would usually be in receipt of free school meals. The Centre acted as a main pick up point for the community, whilst maintaining our Covid secure status.
- The District Council have the security and simplicity of one tenant to liaise with.
- Reduced reliance on NSDC resources, Reach will continue to pick up the typical day to day costs of the centre and maintain a community use offer.
- Recognition of continuing need to make building available as a Polling Station.
- The proposals would potentially secure investments in the building through grant funding.
- The proposal would make a sizeable contribution to the Council's Community Plan objectives primarily :-
  - Create vibrant and self-sufficient local communities where residents look out for each other and actively contribute to the local area.
  - Improve the health and wellbeing of the local residents.

### **Benefits to the community**

During the past three years Reach has built up visibility and is now recognised as an integral part of the local community, the Centre has participated in many community events such as the aforementioned pick up point for packed lunches, the Hawtonville Cleaner, Safer, Greener day of action working in partnership with NSDC and community volunteers.

The community understand that the building is available to use for community activities outside of Reach Service Delivery hours and the hire rates are extremely competitive to reflect the demographic of the community and to encourage better use.

Whilst there have been some incidents of anti-social behaviour, our presence does seem to deter this.

There are volunteering opportunities that could engage the local community and potentially further employment opportunities within our domiciliary care service.

Reach has recently extended its integration into Hawtonville by opening Flower Pod Newark (was the Eton Avenue Growers). We are continuously working hard to build up the relationships with the local residents and we have had a neighbour expressing a desire to volunteer at the Flower Pod.

### **Financial Considerations**

The running of the Centre as a community facility consistently produces a financial loss for Reach as an organisation. The high cost of utilities, maintenance and the salaries associated with reception, caretaking and management duties far outweigh the limited income available from community hires. However, provided we can continue our tenancy on a peppercorn rent we can accept this deficit as our contribution to the community and the

District Council. Prior to Reach's occupation of the centre the costs associated with providing the building were significantly higher than they are currently due to Reach being responsible for the day to day running expenses as highlighted above.

We have had problems accessing any useful data from the current shared CCTV system and we would prefer to commission our own bespoke system around the building, at our own cost, of course if the lease were to be granted.

## LEISURE AND ENVIRONMENT COMMITTEE

16 MARCH 2021

### ANNUAL REVIEW OF THE EXEMPT REPORTS CONSIDERED BY THE LEISURE & ENVIRONMENT COMMITTEE

#### **1.0 Purpose of Report**

1.1 To provide the Leisure & Environment Committee with a list of the exempt business considered by the Committee for the period 22 September 2020 to date.

#### **2.0 Background Information**

2.1 The Councillors' Commission at their meeting held on 25 September 2014 proposed a number of changes in respect of exempt information, one of which being that 'the Committees undertake an annual review of their exempt items at their last meeting prior to the Annual Meeting in May'. This was ratified by the Council on 14 October 2014.

2.2 Members will also be aware that the Council agreed a review mechanism for exempt items which was incorporated into the Access to Information Procedure Rules. Rule 18 provides Members with a mechanism to request a review of exempt information with a view to this being released into the public domain should there be substantive reasons to do so.

#### **3.0 Proposals**

3.1 The following table provides the exempt business considered by the Leisure & Environment Committee for the period 22 September 2020 to date:

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Exempt Paragraph</b>	<b>Opinion of Report Author as to current status of the report</b>
19 January 2021	Southwell Leisure Centre Trust Update	Paragraph 3	Could be released into the Public Domain

#### **4.0 RECOMMENDATION:**

**That Members consider whether the content of the report entitled: 'Southwell Leisure Centre Trust Update', should be released into the public domain.**

#### **Reason for Recommendation**

**To advise Members of the exempt business considered by the Leisure & Environment Committee for the period 22 September 2020 to date and those items which can now be released into the public domain.**

#### **Background Papers**

Nil

For further information please contact Nigel Hill, Business Manager – Elections & Democratic Services on Ext: 5243.

**John Robinson**  
**Chief Executive**

## LEISURE AND ENVIRONMENT COMMITTEE

16 MARCH 2021

### CLIMATE EMERGENCY UPDATE

#### **1.0 Purpose of Report**

- 1.1 To provide an update to Members on the progress of the Climate Emergency Strategy and associated Action Plan.

#### **2.0 Background Information**

- 2.1 Newark and Sherwood District Council declared a Climate Emergency at the Full Council meeting of 16 July 2019. The declaration did not include a date for net zero for the Council but recognised the UK Government had, the preceding month, agreed a target date of 2050.
- 2.2 The Carbon Trust were appointed to work alongside officers and members to develop a Climate Emergency Strategy and Action Plan. The Climate Emergency Working Group (CEWG) met on several occasions to review the data and findings from The Carbon Trust, as well as to seek out views from partners, businesses and local groups. The CEWG comprised the Chairman, Vice-Chairman and Opposition Spokespersons of the Policy & Finance, Leisure & Environment, Economic Development, and Homes & Communities Committees. Members of the working group recommended the carbon net neutral target date of 2035 and the emissions reduction target which were recommended to Policy and Finance Committee in September 2020 and approved by Full Council in December of the same year.
- 2.3 The Council's agreed target for reduction is 2,165 tCO<sub>2</sub>e (gas and fuel consumption from scope 1, purchased electricity from scope 2, and waste and water from scope 3).
- 2.4 The Greening Newark and Sherwood Action Plan is now being progressed, whilst an annual report will be presented to Policy and Finance Committee every September. However, a number of projects are now underway and it is deemed appropriate to update members on those.

#### **3.0 Project Update**

##### **3.1 Solar PV feasibility**

- 3.1.1 A tender document is being written to seek external support in looking at the rollout out of photovoltaics on Council buildings. One of the principal sources of the Council's carbon footprint comes from its estate and this work will help the Council to understand the capital costs, payback and carbon reduction impact from generating energy through sustainable sources. Leisure Centres in particular, which are within the suite of responsibilities for Leisure and Environment Committee, are the principle emitters in the Council's estate given their high energy needs. However, the feasibility will go beyond just the leisure centres and look at a range of buildings, including the Brunel Drive Depot, National Civil War Centre and Palace Theatre, the Newark Beacon and The Buttermarket

amongst others. An assessment of the intricacies involved in expanding the current solar PV installation on Castle House will also be carried out.

3.1.2 Newark and Sherwood District Council are currently in the process of producing tender documents in corporation with Welland Procurement to enable prospective suppliers to provide a comprehensive analysis of solar PV on Newark and Sherwood District Council buildings. This will involve building a solution which works for the Council and providing various options such as battery storage and quality of panels.

3.1.3 A business case will be developed from the outcome of the tender process. By investing in feasibility studies it enables Newark and Sherwood District Council to create workable and 'shovel ready' projects should funding opportunities become available.

## 3.2 Green Energy

3.2.1 The Greening Newark and Sherwood Action Plan sets out a variety of carbon saving projects for Newark and Sherwood District Council to consider for implementation. The Council's carbon footprint is calculated within the climate strategy. The Council's target for reduction is 2,165 tCO<sub>2</sub>e (gas and fuel consumption from scope 1, purchased electricity from scope 2, and waste and water from scope 3). The majority of the Council's emissions are associated with the use of electricity, the use of gas as well as fleet transport emissions.

3.2.2 The Council is investigating the possible procurement of green energy or energy that comes from renewable sources. This will enable the Council to use reduced carbon factors for calculating carbon used from electricity emissions by obtaining Renewable Energy Guarantees of Origin (REGOs) from the energy supplier. REGO certificates are issued for every megawatt hour (MWh) of eligible renewable output to generators of renewable electricity and can be sold to suppliers as a guarantee of energy being generated from a renewable source. Newark and Sherwood District Council can purchase these REGOs from the supplier for a premium. The benefit is that the Council's carbon emissions may be reduced by using a reduced carbon factor.

3.2.3 Green electricity can be procured through a range of sources which include Solar, Wind, Hydro and Biogas. Green gas is procured through Biogas only; this is similar to REGOs for electricity, the Council can purchase renewable gas from the energy supplier, this comes in the form of Biogas. Biogas will produce carbon dioxide, but is considered to be carbon neutral as the biogas comes from plant matter that draws carbon from atmospheric carbon dioxide. The cost of Biogas is more volatile than the cost of REGOs.

3.2.4 The purchase of green energy tariffs was recommended by the Carbon Trust to assist Newark and Sherwood District Council in the reduction of our carbon footprint. This will enable to substantial reduction in our carbon emissions, the carbon factor of the REGOs will differ on an annual basis however, how REGOs will (or will not) be used in reaching the government target of Carbon Net Zero has not yet been decided. The Cabinet Office, BEIS and Treasury are currently working on the strategy for achieving Carbon Net Zero.

3.2.5 The procurement of green energy would also include our leisure centres run by Active4Today as it is essential to incorporate our leisure centres in the procurement



of green energy. Active4Today procure energy as a separate entity. A separate piece of work is currently ongoing to create a collaborative approach for the purchase of green energy for Newark and Sherwood District Council's corporate and leisure buildings.

- 3.2.6 A further report for decision regarding the green energy fuel mix sources available, the financial element associated with the procurement of green energy tariffs and the incorporation of leisure centres within the procurement framework will be developed and presented to a future committee meeting.

### 3.3 Data Validation

- 3.3.1 Another recommendation from the Greening Newark and Sherwood Action plan is to improve the Councils data collection processes. An internal audit of the Councils current method of energy data collection and how data is validated has taken place. How this is carried out in the future is essential for carbon management and an accurate calculation of the Councils carbon footprint. The process has highlighted the importance of improving data collection and collation for the Council's ongoing response to the climate emergency.

- 3.3.2 There is currently an ongoing project to implement a defined process for energy management and utility data collection, the new process involves the enhancement of current methods and the introduction of new stages involving the development of a spreadsheet considering seasonal variations in energy and water consumption. It is proposed that energy databases will also be utilised to ensure accurate energy billing. This new proposed process is currently under review by the relevant Business Managers for consideration and approval.

## 4.0 Equalities Implications

- 4.1 There are no equalities implications envisaged within the solar PV feasibility, green energy procurement and data validation project.

## 5.0 Digital Implications

- 5.1 Whilst there has been no digital implications identified there may be associated software requirements once feasibility studies have been completed and have been further explored by Newark and Sherwood District Council. The implications shall be considered as deemed appropriate. Furthermore, the ICT & Digital Services team will work to with the Environmental Policy and Projects Officer to reduce the technology carbon footprint for Newark and Sherwood.

## 6.0 Financial Implications (FIN20-21/924)

- 6.1 There is budget provision in the Capital Programme for work to be carried out as part of the plan to reduce the Council's carbon footprint. The Solar PV work will be carried out using this budget. As per Policy and Finance Committee on 24 September 2020, £40,000 has also been set aside in the Capital Projects Feasibility Reserve for future feasibility work and this along with the capital budget will be under regular review to ensure it remains sufficient.

6.2 The adoption of Green Energy Tariffs across the Authority will require further investigation and potential investment. This will be scoped and the cost determined; a report will be prepared for review.

## **7.0 Community Plan – Alignment to Objectives**

7.1 These projects align with the Council’s Community Plan objective to “Enhance and protect the district’s natural environment”. There is a specific activity under this objective to reduce the Council's carbon emissions by implementing an environmental strategy and carbon reduction action plan to achieve carbon neutrality. However, the Greening Newark and Sherwood Action Plan can also be considered to touch upon all objectives.

## **8.0 RECOMMENDATIONS that:**

**(a) the Project update be noted; and**

**(b) a further report be submitted to the Committee providing further progress updates on Newark and Sherwood District Council’s carbon reduction journey;**

## **Reason for Recommendations**

**To provide an update to Committee on project progress.**

**To ensure there is engagement at committee level with the climate emergency progress**

## **Background Papers**

26 September 2020 – Policy and Finance Committee

15 December 2020 – Full Council

For further information please contact:

Briony Ashton, Environmental Policy and Projects Officer, Ext. 5357

Matthew Finch

Director - Communities & Environment

## LEISURE AND ENVIRONMENT COMMITTEE

16 MARCH 2021

### POTENTIAL ROUTEMAP TO THE ELECTRIFICATION OF THE NSDC FLEET

#### **1.0 Purpose of Report**

1.1 To inform members of a provisional roadmap, milestones and strategy towards the electrification of the NSDC fleet. To increase understanding of the operational and political complexities this shift will bring in terms of short, medium and long term plans and to alert the Council to the additional capital expenditure that any such programme will require.

#### **2.0 Background Information**

2.1 Members will be aware that currently all of the council's vehicle fleet is powered by I.C diesel engines and the current capital programme is based on a "like for like" replacement of all vehicles reaching termination date. The programme has been built up over years with an eye to central government's original mandate of introducing a ban on I.C vehicles in the car and small van category from 2040. Colleagues will also now be aware that this target has recently been bought forward to 2030 under the Prime Minister's plans for a green recovery from Covid 19 and this has therefore changed the playing field. The council will need to decide if it wants to go into 2030 with a good number of fleet vehicles under the ULEV banner or to bring them on stream post the government's "go live" date.

2.2 Currently the Asset Replacement Programme shows 42 vehicles that could be made ULEV (Ultra Low Emission Vehicles) with a replacement date of 25/26 & 26/27. With the current policy on vehicle life span that would mean that it will be possible and legal to replace with I.C diesel versions and operate them until 2033/34/35. However that may not be an acceptable political decision as we would, in essence, leapfrog the new directive. Members will also be aware of the Council's Carbon Reduction Strategy and Action Plan which commits the Council to being net neutral by 2035 and identifies the Council's fleet as one of the its main sources of emissions.

2.3 The Business Manager Environmental services has been working on the options for many months now. Recently we received a completed external consultants' report on the two aspects of fleet carbon reduction. The reports touch on many types of carbon reduction methods but currently the main solution relies on electrification. The two aspects are 1. Vehicle replacement and suitability and 2. Depot Infrastructure.

2.4 1. Vehicles. The reports show that although it is possible to replace all vehicles (of any weight) with a ULEV substitutes, there are many difficulties to overcome and much of the high fuel use vehicles, such as refuse freighters, are extremely expensive and risky to do currently.

2. Depot Infrastructure. The reports show that although small scale trials can be carried out, any larger conversion numbers will require a much bigger electrical headroom than that which currently exists.

2.5 A number of decisions will need to be taken to allow NSDC to plan for the future. At this point in time the ULEV technology to support car and small van use is well established and available, albeit a more expensive capital investment. Our investigations have revealed that all of our small vans are suitable for replacement by BEV variants however even though large vans and rigid trucks are operationally suitable, the technology is still in its infancy and the current high purchase cost means that they are uncompetitive economically. In addition, the utilisation of any electric vehicles in the housing section (32 in number, mainly large vans) would require in depth work into how the front line operations work and a possible alteration of terms and conditions for staff.

2.6 It is clear that to enable plans to progress, much work is required. A project group comprising colleagues from environmental services, housing, assets and finance are now starting to meet to plan the most effective, efficient and economical way for the Council to transition towards the electrification of the fleet and the wider development of the depot. There will be a major impact from the Climate Change Agenda and any targets already agreed in policy will need to be met. Furthermore, aspirations contained within the National Waste and Resources Strategy may commit the Council to the kerbside collection of more waste streams which will have further ramifications in terms of the development of the depot and its capacity.

Some of the questions the project group are considering include:

1. At what stage does the council want to phase in the purchase of ULEV models, given technology development, infrastructure, costs, procurement cycles and the 2030 government date?
2. How will staff contracts, terms and conditions be dealt with and a time frame for consultation with wholesale transition of large vans?
3. Which vehicles will come in scope and when – early pilots to enable learning, medium term transition of all small and large vans, longer term move around refuse collection vehicles?
4. Is the current depot big enough given the possible government mandate to collect new waste streams from the kerbside, charging infrastructure requirements and the possible storage of housing vehicles?
5. What shape will our dealings with Western Power re electrical headroom take and what does their route map look like given the Government's 2030 timescale?
6. How will all of this be financed – NSDC, new government funding, competitive grants for which the Council may need shovel-ready schemes?
7. What actions do we take with vehicles that cannot easily be operated as ULEV – i.e., refuse collection vehicles and transitioning them last in the NSDC route map?

2.7 As members will see from the above, the subject is extremely complex and indicative costs cannot be estimated with great certainty at this time, particularly so in relation to government contributions or otherwise, technology developments the impact of any new obligations arising from the National Waste and Resources Strategy (due

2023). However, to give colleagues a feel for current prices, the consultants' report identified 13 vehicles which were currently suitable for moving onto ULEV. The estimated cost for suitable charging points was £110,000 plus additional ground works.

2.8 Similarly, the table below shows the comparison between current diesel vehicles and their electric alternatives.

<b>Vehicle Type</b>	<b>Diesel £</b>	<b>Electric £</b>	<b>Grant estimate £</b>
Caged tipper	29,000	78,000	Up to 18,000
Small van	12,000	29,000	up to 6,700
Large Panel	27,000 – 30,000	50,000 – 55,000	unknown
Large Mechanical Sweeper	139,000	290,000	unknown
26,000kg refuse Freighter	180,000	500,000	unknown

Obviously the above prices are purchase costs and there is a pay off as far as fuel consumption is concerned which obviously has an impact on the Total Cost of Ownership. These paybacks are discussed in the reports but at this time it is impossible to estimate cost of operation until decisions on which, how and when are made. Obviously, this cost will ultimately be driven by usage and energy costs.

2.9 The aspects that need to be considered are numerous, but a few are:

Vehicle type suitability

Electric vehicle range

Carrying capacity reductions

Other options such as bio diesel / bio LPG / BEV / CNG etc.

Bio diesel practicality due to warranty terms and conditions.

However the report does summarise the TCO and emissions savings and identifies that ULEV small vans are currently the only technology replacement that leads to a direct total cost of ownership saving, with associated benefits in terms of Co2 emissions.

2.10 What this means in terms of next steps, is that the proposed NSDC approach will be to start small with some pilots of electric small vans for the Council's Community Protection Officers. This will also allow utilisation of the already fitted charging points at Castle House. This will allow a real world long term test, with the associated TCO calculations, whilst also allowing the vehicles to be seen around the district as a positive first step in the route map the Council wishes to take. The cost of these vehicles will be more expensive than their diesel alternatives, but the experience will enable to the Council to learn from operating, charging and maintaining the vehicles in a relatively cost effective way.

- 2.11 Conversations with Western Power revealed that the Company is currently tied into 8 year regulatory periods with the next break due in 2023. At the current time, the Company is prevented from planning ahead of need but given that 2030 will also be on its radar as well as the regulators, this may well be subject to change and may therefore increase power capacity to Brunel Drive which would facilitate a more extensive move to electric vehicles.
- 2.12 The period between 2023 and 2026 will be crucial then in terms of putting in place the business case for wider infrastructure at the depot in order to facilitate a possible wholesale transition of small vans and vehicles in 2026. This period will also require consultation with colleagues about possible changes in terms and conditions in relation to how vehicles are used and whether they are charged from home or the depot.
- 2.13 Post 2026, the Council may start similar trials with larger vehicles, such as refuse collection vehicles, to once again understand the practicalities of operating such vehicles before putting together a business case at a future point for the wholesale transfer to electric.

**3.0 Finance Comments (FIN-21/2814)**

- 3.1 At present, the effect to the general fund is an estimated one-off cost of £30,000 for the specialist input to the working party. There is a budget of £53,050 for Development in 2021/22 to cover this cost.
- 3.2 In the long term, there could be savings to the general fund on the running costs of the vehicles, but that is unknown at this stage of the project. The 2021/22 vehicle running cost budgets are shown below to give an idea of amounts where there is potential for savings in the future.

Petrol & Diesel	£456,680
Oil & Lubricants	£16,050
Tyres	£53,650
Licences & MOT's	£36,110
Materials	£215,580

- 3.3 Currently, the Asset Replacement Programme has a budget to replace two small vans at £12,000 each. The costs of these would increase to £29,000 each and could be eligible for a small grant of up to £6,700 each to contribute to the additional cost. Therefore, the Capital Programme budget for replacement vehicles would need to be increased by £34,000 financed by the Capital Reserve, less the value of the grant that is awarded. The Capital Reserve unallocated balance will be £16,400.
- 3.4 The Capital Programme budget for 2021/22 to 2024/25 has recently been reported to Policy and Finance Committee including replacement vehicles on a like for like basis and has been recommended for approval by Council at its meeting on 9 March. Any additional costs that are realised by the project group will need to be considered by SLT via a Capital Appraisal Form in order for the additional budgets to be appropriately

assessed and scored before approval is sought from Policy and Finance Committee to increase the budget.

#### **4.0 Equalities Implications**

4.1 None at this stage but during the implementation of this strategy the ongoing impacts of any decisions will be considered.

#### **5.0 Digital Implications**

5.1 Will be detailed as the project develops.

#### **6.0 Impact on Budget/Policy Framework**

6.1 As can be seen from the text above there are many impacts on budget and policy however it is clear that these will need to be clarified after a decision on the direction of travel. Each individual aspect of the strategy will need to be individually assessed. These assessments will need to consider finance, both revenue and capital (inc HRA), political stewardship, Human Resources implications etc etc. There will be many more reports provided over the coming months and years to inform members of decisions, difficulties and opportunities.

#### **7.0 Community Plan – Alignment to Objectives**

7.1 Continue to maintain the high standard of cleanliness and appearance of the local environment. Enhance and protect the district's natural environment. Improve the health and wellbeing of local residents.

#### **8.0 RECOMMENDATIONS that:**

- i) Members approve the phased approach towards electrification that has been set out in the report, starting with small scale pilots, before looking at two possible phases of transition – 2023-26 for small vans and fleet, subject to business case, and post 2026 for larger vehicles, subject to business case;
- ii) Members note the current uncertainties in setting out the long-term route map, but ask the project team to continue working on a masterplan for the development of the depot site, taking into consideration the National Waste and Resources Strategy and future requirements given the Government's 2030 target. This would significantly assist in off-setting costs if government grants become available for shovel ready schemes;
- iii) Members recommend to Policy and Finance Committee at its next meeting on April 1, that an amendment is made to the capital programme to the increase the Capital replacement programme for small vehicle replacement during 21/22 by £34k to allow the already scheduled replacement of two suitable ULEV's to be purchased in line with the phased approach being set out in this report; and
- iv) Members recommend to Policy and Finance Committee that the sum of £30,000 is allocated from the Capital Feasibility Reserve, to allow a small

working party made up of Director Communities and Environment, Business Manager Environmental Services and Asset Management to undertake a study into the future requirements of the operational depot at Brunel Drive. This study will lead to a report that sets out a roadmap for future development and utilisation by front line services. It will, amongst other things look at future requirements for Waste Management and the requirement for more vehicles through the National Waste Strategy. It will look at parking and charging requirements for all departments, including Housing vehicles as well as electrical needs, possibilities and central grants. The budget will allow the employment of external services such as Architects, M & E specialists, Civils and ULEX experts etc.

### **Reason for Recommendations**

To provide the Council with clear direction and focus for the coming years and to allow the strategy to deliver the roll out of Ultra Low Emission Vehicles and the infrastructure to support the use of such a fleet which helps to meet the environmental aims and ambitions of the council.

For further information please contact Andrew Kirk or Matthew Finch on Ext 5716

**Matthew Finch**  
**Director - Communities & Environment**



**Forward Plan of the Leisure & Environment Committee Decisions from 16 March 2021 to 22 March 2022**

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
16 March	Clinical Commissioning Group (CCG) Update regarding how their work is affecting the District	<a href="mailto:andy.hardy@newark-sherwooddc.gov.uk">andy.hardy@newark-sherwooddc.gov.uk</a> <a href="mailto:helen.ellison@newark-sherwooddc.gov.uk">helen.ellison@newark-sherwooddc.gov.uk</a>
16 March	Hawtonville Community Centre and Reach Update and Lease Arrangements	<a href="mailto:andy.hardy@newark-sherwooddc.gov.uk">andy.hardy@newark-sherwooddc.gov.uk</a>
16 March	YMCA Community and Activity Village Update	<a href="mailto:andy.hardy@newark-sherwooddc.gov.uk">andy.hardy@newark-sherwooddc.gov.uk</a>
16 March	A roadmap towards alternative fuels for the NSDC fleet	<a href="mailto:andrew.kirk@newark-sherwooddc.gov.uk">andrew.kirk@newark-sherwooddc.gov.uk</a>
16 March	PV feasibility for NSDC's leisure centres	<a href="mailto:briony.ashton@newark-sherwooddc.gov.uk">briony.ashton@newark-sherwooddc.gov.uk</a>
16 March	Annual review of the exempt reports considered by the Leisure & Environment Committee	<a href="mailto:nigel.hill@newark-sherwooddc.gov.uk">nigel.hill@newark-sherwooddc.gov.uk</a> <a href="mailto:catharine.saxton@newark-sherwooddc.gov.uk">catharine.saxton@newark-sherwooddc.gov.uk</a>
16 March	SLCT Alternative management arrangements	<a href="mailto:Suzanne.shed@newark-sherwooddc.gov.uk">Suzanne.shed@newark-sherwooddc.gov.uk</a>
22 June	Mental Wellbeing – presentation from Charitable/Voluntary Group.	<a href="mailto:helen.ellison@newark-sherwooddc.gov.uk">helen.ellison@newark-sherwooddc.gov.uk</a>
22 June	N&S Health & Wellbeing Partnership Plan – Delivery Update	<a href="mailto:andy.hardy@newark-sherwooddc.gov.uk">andy.hardy@newark-sherwooddc.gov.uk</a> <a href="mailto:helen.ellison@newark-sherwooddc.gov.uk">helen.ellison@newark-sherwooddc.gov.uk</a>
22 June	Physical Activity and Sports Plan 2018-2021 – Year end update	<a href="mailto:andy.hardy@newark-sherwooddc.gov.uk">andy.hardy@newark-sherwooddc.gov.uk</a>
22 June	Mansfield and District Crematorium Joint Committee - Annual Statement of Accounts	<a href="mailto:nick.wilson@newark-sherwood.gov.uk">nick.wilson@newark-sherwood.gov.uk</a>
22 June	Southwell Leisure Trust - arrangements around the leasing	<a href="mailto:matthew.finch@newark-sherwooddc.gov.uk">matthew.finch@newark-sherwooddc.gov.uk</a>
22 June	Active4Today Update on Governance Arrangements	<a href="mailto:karen.white@newark-sherwooddc.gov.uk">karen.white@newark-sherwooddc.gov.uk</a>

22 June	Outturn Report 2020/21	<a href="mailto:andy.hardy@newark-sherwooddc.gov.uk">andy.hardy@newark-sherwooddc.gov.uk</a>
21 September	Climate Emergency update	<a href="mailto:briony.ashton@newark-sherwooddc.gov.uk">briony.ashton@newark-sherwooddc.gov.uk</a>
25 January 2022	Presentation Regarding Public Health/Active Notts Physical Insight Project	<a href="mailto:andy.hardy@newark-sherwooddc.gov.uk">andy.hardy@newark-sherwooddc.gov.uk</a> <a href="mailto:helen.ellison@newark-sherwooddc.gov.uk">helen.ellison@newark-sherwooddc.gov.uk</a>
22 March 2022	Annual review of the exempt reports considered by the Leisure & Environment Committee	<a href="mailto:nigel.hill@newark-sherwooddc.gov.uk">nigel.hill@newark-sherwooddc.gov.uk</a> <a href="mailto:catharine.saxton@newark-sherwooddc.gov.uk">catharine.saxton@newark-sherwooddc.gov.uk</a>

By virtue of paragraph(s) 3, 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted