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Chairman: Councillor P.C. Duncan
Vice-Chairman: Councillor N.B. Mison

Members of the Committee:

Councillor D. Clarke
Councillor M.G. Cope
Councillor G. Dawn
Councillor R.J. Jackson
Councillor J.D. Lee

Councillor Mrs S. Soar
Councillor D. Staples
Councillor Mrs L.M.J. Tift
Councillor K. Walker
Councillor B. Wells

Substitutes

Councillor D. Batey
Councillor Mrs I. Brown
Councillor Mrs R. Crowe
Councillor D. Thompson
Councillor I. Walker

AGENDA

MEETING: Leisure & Environment Committee

DATE: Tuesday, 28 June 2016 at 6.00pm

VENUE: Room G21, Kelham Hall

**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 01636 655247.

AGENDA

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CONFIDENTIAL AND EXEMPT ITEMS

None

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the meeting of the **LEISURE & ENVIRONMENT COMMITTEE** held in Room G21, Kelham Hall, Newark on Tuesday, 12th April 2016 at 6.00 pm.

PRESENT: Councillor A.C. Roberts (Chairman)

Councillors: R.V. Blaney (Ex-Officio), R.A. Crowe, R. Crowe, Mrs G.E. Dawn, P.C. Duncan, R.J. Jackson, J.D. Lee, N.B. Mison, Mrs S. Soar, D.B. Staples and Mrs L.M.J. Tift.

59. APOLOGIES FOR ABSENCE

An apology for absence was received on behalf of Councillor M.G. Cope.

60. MINUTES OF THE MEETING HELD ON 26TH JANUARY 2016

AGREED that the Minutes of the meeting held on 26th January 2016, be approved as a correct record and signed by the Chairman.

61. DECLARATION OF INTERESTS BY MEMBERS AND OFFICERS

NOTED that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

62. DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman advised that the proceedings were being audio recorded by the Council.

63. PRESENTATION FROM THE NEWARK AND SHERWOOD CLINICAL COMMISSIONING GROUP (CCG)

Amanda Sullivan - Chief Officer and Andrea Brown – Director of Programme Delivery representing Newark and Sherwood Clinical Commissioning Group attended the Committee meeting and undertook a presentation regarding the CCG's progress and also an update regarding Kings Mill hospital and Newark hospital.

Following the presentation a question and answer session took place as follows:

Q1 What are the Governments guidelines for travel times to Accident and Emergency (A&E)?

A1 It was confirmed that there weren't any specific guidelines. Public Health had looked at this and looked closely at where people lived in relation to hospitals regarding mortality; the further away the patient lived had no relationship statistically to health. Treatment had also changed; a lot of treatment was undertaken at the scene rather than in A&E and also the rapid response teams through First Responders had increased in number.

Q2 It was commented that there may be difficulties with a merger for Sherwood Forest Hospital Foundation Trust and Nottingham University Hospital due

to the PFI liability and whether the Government had agreed to write off that debt?

A2 It was confirmed that hadn't been resolved but was part of the ongoing discussions; there wasn't a resolution to date.

A Member commented that this put the merger at risk as he couldn't see that Nottingham University Hospital being prepared to take on Sherwood Forest Hospital Foundation Trust without the significant debt being written off by the Government. It was confirmed that discussions were taking place regarding this.

Q3 Clarification was sought regarding the success of PRISM for Newark and Sherwood CCG. Statistics indicated that PRISM had provided an impact, was there any other evidence to support this?

A3 It was confirmed that a comprehensive evaluation was being undertaken at the present time. Broadly it was preventing a rise in people being admitted to hospital which was seen as a positive step given the rise in the population, the feedback that had been received from families and patients had been very positive as they felt supported due to a care co-ordinator being in place which co-ordinated a team of people rather than people working in silos. Professionals generally liked PRISM. Also the GP's were having monthly meetings to discuss their vulnerable patients and how they could be supported.

Q4 A Member commented on voluntary agencies and the possible gaps in care within the district and whether there were any ways that the District Council could through voluntary agencies support those gaps.

A4 Care co-ordinators would know where the gaps were and could work with the District Council to plug those gaps for people.

Q5 What would be the key benefits of the Hospital merger?

A5 There were shorter and longer term benefits for the merger. The shorter term benefits included more capacity for the leadership and the Governance which were highlighted in the Care Quality Commission Report and one of the reasons the Nottingham University hospital had been selected was because of their good rating for the Care Quality Commission. It also provided more care opportunities for specialised doctors as often Kings Mill Hospital Foundation Trust often struggled to recruit people who had trained in Nottingham, as they preferred to stay in the Nottingham University Hospital, the merger should help with job rotation and also a joined up opportunity to use the assets within the Health Service.

Q6 Concern was raised regarding the shift in culture to go large. Sometimes things got too large and patients were missed.

A6 It was confirmed that large wasn't always better, but there were advantages sometimes to be large. Home Care was being looked at by Nottinghamshire County Council.

Q7 Nottingham University Hospital and Derby Hospital as the final choice were aware of the PFI obligations and would have said exactly the terms of which they were prepared to proceed with a merger. One of the problems was that one of the two hospitals was a foundation trust and the other was not which in terms of Governance created some challenges in terms of creating a merger, had that been resolved?

A7 No the legal aspects were being addressed and to date they did not know how that merger would take place.

Q8 Benefits of the merger were raised; one being more consultant clinics in Newark.

A8 Potential benefit. The Trust were also looking at the problem of people being put off from going to Newark for outpatients, because they know that the inpatient episode might be at Kings Mill. Nottingham University Hospital had been asked to look at this in order for people to go to Newark for outpatients regardless of where their operation would be. It had been confirmed that they would look at that.

A Member was full of praise for the Fernwood Unit.

The Chairman thanked the CCG representatives for their presentation.

64. GENERAL FUND BUDGET PERFORMANCE REPORT TO 31 JANUARY 2016

The Committee considered the report presented by the Assistant Business Manager Financial Services, which compared the General Fund Leisure & Environment Committee net expenditure for the period ending 31st January 2016 with the profiled budget for the period.

At its meeting on 10th March 2016, Council recommended that responsibility for developing the Council's Museum and Heritage strategy and decision making in respect of the Palace Theatre, Cultural Services, Museums and Collections including the Civil War Centre and Parks and Open Spaces (including Newark Castle and grounds and Queen's Sconce) be removed from the remit of the Leisure & Environment Committee and placed within the remit of the Economic Development Committee. The changes were to take effect from 1st April 2016.

It was reported that the total for direct service net expenditure showed an under spend of £153,776 against the profiled budget for the period to 31st January 2016.

Variations from the profiled budget to 31st January 2016 were itemised and included Employee Costs; Premises; Transport; Supplies and Services; and Income.

A Member asked for information on the budget for 2016/17, in order for him to undertake a comparison with the current budget. It was confirmed that the information would be circulated to all Members of the Committee.

A Member asked if the budget for Active4 Today could be simplified in order for the

Leisure and Environment Committee to be able to monitor its progress. It was confirmed that some thought would be given to that suggestion.

AGREED (unanimously) that

- (a) the overall position of the Leisure and Environment Committee net expenditure compared to budget at 31 January 2016 be approved. Officers continue to look for additional savings throughout the financial year;
- (b) information on the budget for 2016/17 be circulated to all Members of the Committee; and
- (c) the budget for Active4 Today be simplified in order for the Leisure and Environment Committee to monitor its progress.

65. REVIEW OF PEST CONTROL AND DOG WARDEN SERVICE

The Committee considered the report presented by the Director – Safety, which reviewed the Animal Welfare and Control services provided within the Environmental Health Business Unit and provided options for future service delivery methods.

The report set out individually the pest control service and the dog control service and provided an options appraisal and service options.

The Business Manager Environmental Health and Licensing confirmed that there was an error with one of the dates in table 3.5; the correct date was 2015/16 and not 2016/17 as reported. The costs of the pest control services for 2015/16 were also verbally updated as follows: Rodents - £10,400; Insects - £15,500; Contracts - £10,000; Total - 35,900.

Members raised concern that if the pest control service was removed from the Council whether there would be any help financially for people on means tested benefits who may struggle financially to pay for pest control. Another Member felt that this was another step closer to losing another service and asked that the vacant post be filled and the service continue, given the positive feedback she had received from her constituents.

The Business Manager Environmental Health and Licensing confirmed that if Members were minded not to continue the Pest Control Service, no redundancies would take place as the service had run a vacancy for some time. Third party employment had been used to keep the service running.

A Member commented that the Committee should question whether the discretionary Pest Control Service should continue, which would provide a saving to the council of £40,000. The service was becoming an ever more specialised service. If the discretionary service was removed, help for people with financial problems could be addressed. There were options to work with Rushcliffe who were looking to establish a council owned operating company known as 'Streetwise' or through Joint Procurement. The Member also suggested a Joint Procurement for the dog warden service could also be pursued.

AGREED (with 10 votes for and 1 vote against) that a further report be brought to the Committee identifying:

- (i) look at formulating a system to provide a discount to members of the public on means tested benefits, who may require a pest control service, through a private pest control provider, if the Committee were minded to abolish the Council's Pest Control Service;
- (ii) . Officers look at the opportunity of a Public Sector Partnership for the Pest Control Service with Rushcliffe Borough Council and whether there would be any savings with a joint arrangement; and
- (iii) the report also identify whether a Joint Procurement for the dog warden service could also be secured.

66. ANNUAL REPORT DETAILING THE EXEMPT REPORTS CONSIDERED BY THE LEISURE AND ENVIRONMENT COMMITTEE

The Committee considered the report of the Director - Resources which provided the Committee with a list of the exempt business considered by the Leisure and Environment Committee for the period 20th May 2015 to date. Members had the opportunity to review the exempt reports and request further information. The rule was defined in paragraph 18 of the Constitution entitled 'Right of Members to Request a Review of Exempt Information.'

The following report was considered no longer to be confidential:

- National Civil War Centre and Palace Theatre Catering Update – considered at the 24th November 2015 Committee (exempt paragraph 3)

The following report was considered to still be commercially sensitive:

- Active4Today Budget Issues – considered at the 27th October 2015 Committee (exempt paragraph 4)

AGREED (unanimously) that the report be noted.

(Councillor Mrs Dawn left the meeting during consideration of the following item).

67. NATIONAL CIVIL WAR CENTRE – NEWARK MUSEUM VISITOR UPDATE 2015-16

The Committee considered the report presented by the Director – Customers which provided an update on the visitor numbers to the National Civil War Centre.

Members were informed that following the decision of Council on 10 March 2016, the remit of the Leisure and Environment Committee had changed and as such the National Civil War Centre was within the remit of the Economic Development Committee. However, as the Leisure and Environment Committee requested the report prior to the change in the remit, the report was included on the agenda.

Members commented on the success of the link with the Civil War Centre to the Palace Theatre and the quality of the exhibitions and talks being provided within the Centre. The café was also reported to be good.

The Business Manager National Civil War Centre informed Members that improvements were still being undertaken to the Centre, the £150,000 funding had not to date been allocated, however that was anticipated to be used in June to complete the next stage of the action plan.

AGREED (unanimously) that the National Civil War Centre progress report be noted.

68. URGENCY ITEM – NOTTINGHAMSHIRE BETTER CARE FUND (BCF) PLAN

The Committee noted the decision regarding the Nottinghamshire Better Care Fund (BCF) Plan as outlined in the urgency item.

AGREED (unanimously) that the urgency item be noted.

69. HEALTH AND WELLBEING/HEALTH SCRUTINY

The Chairman provided an update on the Health and Wellbeing Board he attended on the 6 April 2016. The agenda included a report from the Bassetlaw CCG; an update on Sherwood Forest Hospital Foundation Trust moving forward with Nottingham University Hospital; a Strategic Report on Public Health; and a Report regarding Thinking Falls.

A Member provided an update on the Health Scrutiny meeting that he had attended on the 14 March 2016. The key items on the agenda were Sherwood Forest Hospital Foundation Trust; Performance of Pharmacists'; and how children are spoken to and treated by professionals.

70. CHAIRMAN'S UPDATE

The Chairman requested that a report from Active4Today be presented to the next meeting of the Committee.

The Chairman informed the Committee that this would be his last meeting as Chairman of the Leisure and Environment Committee and thanked the Committee Members for their work and support.

AGREED (unanimously) that a report from Active4Today be presented to the next meeting of the Committee.

The meeting closed at 8.15pm.

Chairman

GENERAL FUND BUDGET PERFORMANCE REPORT DRAFT OUTTURN TO 31 MARCH 2016

1.0 Purpose of Report

1.1 This report compares the General Fund Leisure & Environment Committee net expenditure for the period ending 31 March 2016 with the profiled budget for the period.

2.0 Background Information

2.1 The Council's Constitution states that the Section 151 Officer shall present to the Policy Committee, at least twice in each financial year, budgetary control statements showing performance against the approved estimates of revenue expenditure and income. The appropriate Chief Officer will report on any major variances from planned budget performance.

2.2 It also states that budget performance monitoring information shall be provided to the appropriate Committee on a quarterly basis.

2.3 Where it appears that the amount included under any head of the approved budget is likely to be exceeded or the budgeted amount of income under any head is unlikely to be reached then budget officers are required to find savings elsewhere in their budget. In circumstances where savings cannot be identified it will be necessary to consult with the Section 151 Officer and ultimately take a report to the Policy Committee.

3.0 Proposals

3.1 The attached appendices detail performance against budget for the period to 31st March 2016 for those budgets within the remit of the Leisure & Environment Committee. This report considers the costs of providing services rather than 'below the line' costs such as borrowing costs and interest, contributions to and from reserves, government grants and income from Council Tax and retained Non Domestic Rates.

3.2 The format of the report identifies direct expenditure, i.e. employee costs and running expenses, both of which can be controlled by the budget officer, however central recharges and capital charges, are not reported as they are largely outside their control. Income is shown separately. The figures do not include recharges for support services (either income or expenditure). A significant number of transactions take place 'below the line', i.e. shown in the General Fund account rather than identified to a particular service. This is in line with the CIPFA Code of Practice and includes such things as transfers to and from reserves.

3.3 Under the Accounting Code of Practice Local Authorities are required to show capital charges for the use of their assets based on the current market value. These amounts are included within the estimates to show the true cost of delivering local services however they are reversed 'below the line' in the overall cost of services therefore not impacting on the Council Tax payer. Variations on 'capital charges' are therefore not an area for concern.

- 3.4 The introduction of International Financial Reporting Standards (IFRS) for the financial year 2010/2011 has resulted in a change in the way the Council accounts for grants received from third parties. These changes mean that income and expenditure is charged direct to the service accounts and, at the year end, any under spend is transferred to reserves and any overspend is transferred from reserves.
- 3.5 Support services (e.g. HR, Financial Services, Business Unit management – such as Leisure Centres) are charged to individual budget heads at the end of the financial year and are reported here for noting only. The direct costs of providing those services are scrutinised as part of the relevant Committee.
- 3.6 Capital charges are applied to accounts at the end of the financial year and are reversed 'below the line' so has no impact on the Council Tax payer. These are reported here for noting only.

4.0 Performance Comments

- 4.1 The total for direct service net expenditure shows an under spend of £465,365 against the profiled budget for the period to 31st March 2016. All managers are very aware of the current financial environment and challenges facing local government in the future and are ensuring that only essential expenditure is incurred. The detailed performance figures are shown at Appendix A. The base budget for 2015/16 includes full year budgets for management of the leisure centres comprising staffing, maintenance, utilities, services and income, however Active4Today took over the management & maintenance with effect from 1st June 2016 and budgets were revised accordingly.
- 4.2 Variations from the profiled budget to 31st March 2016 are itemised below:
- 4.2.1 Employee Costs –
- No significant variances.
- 4.2.2 Premises –
- Savings on gas heating in the amount of £21k due to an unusually mild autumn and winter.
 - Increased electricity usage amounting to an overspend of £11k at National Civil War Centre and Leisure Centre due to building works and repairs being carried out.
 - The NDR payment for the NCWC is in dispute due to the amalgamation with the Palace Theatre, and therefore a saving of £15k will be made.
 - A number of other smaller underspends across all services on water and cleaning budgets.
- 4.2.3 Transport –
- Due to council policy to purchase vehicles rather than leasing, there has been a significant saving of £207k on leasing charges. As a result of purchasing new vehicles savings have been achieved on tyres, parts, oil and insurances amounting to £50k.
 - With fuel prices remaining steady and not increasing as originally estimated and due to newer vehicle fleet being more fuel efficient, a fuel saving of £66k has been made.

- The waste transfer station in Brunel Drive is now open and fully operational. This has resulted in further savings in fuel costs which has been built into the 2016/17 base budget.
- There are however overspends of almost £37k on fitters due to increased need for repairs to street cleaners etc. which will be recharged and offset by additional income.

4.2.4 Supplies and Services –

- No significant variances to report

4.2.5 Income –

- The audit of the cattle market accounts for 2014/15 has been completed and therefore the NSDC invoice to the Cattle Market has been finalised and raised. This shows additional income of £168k.
- As a result of the ongoing building works throughout the summer the number of visitors to the museum has not met the initial projections in the annual budget, resulting in a shortfall in admission fees and sales income amounting to £98k. At the Policy & Finance Committee on 15th November 2015 members approved a programme of future developments at the National Civil War Centre – Newark Museum. 2016 will see further re-enactments in the town, both around the Civil War and the death of King John at Newark Castle in 1216 and these are anticipated to increase visitor numbers during the year.
- Palace Theatre income was down £40k overall but this was offset by savings on provisions and supplies.

4.2.6 Major income streams - At the meeting of the Budget Working party on 18th July 2012, it was agreed that future performance reports should highlight any areas where there were significant differences between anticipated and actual major income streams. The variance on the income from the National Civil War Centre – Newark Museum and the Palace Theatre is shown above.

5.0 RECOMMENDATION

The overall position of the Leisure and Environment Committee net expenditure compared to budget at 31st March 2016 is approved.

Reason for Recommendation

To advise Members of the current net expenditure compared to service budgets for the period ending 31st March 2016.

Background Papers

Nil

For further information please contact Amanda Wasilewski on ext 5738

Nicky Lovely

Business Manager and Chief Financial Officer – Financial Services

PERFORMANCE REPORT FOR THE PERIOD ENDING 31st March 2016

	<u>Base Budget 2015/16</u>	<u>Profile Budget 31-Mar-16</u>	<u>Actual Expenditure 31-Mar-16</u>	<u>Variance</u>	<u>Budget Officer Comments</u>
EMPLOYEES	5,061,400	4,071,055	4,056,297	(14,758)	Small savings across a number of cost centres. The base budget included all leisure centre employees who transferred to Active4Today with effect from 1st June 2016.
PREMISES	1,068,220	605,673	569,717	(35,956)	
<i>General</i>	773,670	459,803	433,656	(26,147)	There are underspend on water and sewerage across all services with a £(8)k saving together with a £(3)k saving on cleaning. The NDR payment for the NCWC is in dispute due to the amalgamation with the Palace Theatre, and therefore an underspend of £(15)k will be made. The base budget included all leisure centres which transferred to Active4Today
<i>Electricity</i>	169,080	91,190	102,355	11,165	Increased usage at NCWC and Leisure Centre due to additional works being carried out. Base budget includes leisure centres which transferred to Active4Today with effect from 1st June 2016.
<i>Gas</i>	125,470	54,680	33,706	(20,974)	Underspend due to an unusually mild Autumn & Winter and the transfer of leisure management to Active4Today.
TRANSPORT	1,383,230	1,255,840	969,340	(286,500)	Due to council policy to purchase vehicles rather than leasing, there has been a significant underspend of £(207)k on leasing charges. This will result in additional capital charges which are centrally funded. With fuel prices remaining steady and not increasing as originally estimated and the new waste transfer station now open in Brunel Drive, an underspend of £(66)k has been achieved. Due to new vehicles, there is a £(22)k underspend on tyres, £(16)k underspend on parts and £(12)k savings on oil and insurances. There are however overspends of almost £37k on fitters due to increased need for repairs to street cleaners etc. which will be recharged and offset by additional income
SUPPLIES AND SERVICES	2,228,080	2,443,678	2,452,533	8,855	
TRANSFER PAYMENTS	0	0	0	0	
TOTAL EXPENDITURE	9,740,930	8,376,246	8,047,887	(328,359)	
INCOME	(4,914,900)	(3,514,077)	(3,651,083)	(137,006)	

<i>General</i>	(1,149,770)	(1,367,952)	(1,583,065)	(215,113)	The audit of the cattle market accounts for 2014/15 has been completed and therefore the NSDC invoice to the Cattle Market has been finalised and raised. This shows additional income of £(168)k. As indicated above, there is additional income for fitters recharges of £(37)k. There are a number of smaller savings across various cost centres amounting to an additional £(10)k income.
<i>Leisure Centres</i>	(1,895,830)	(294,940)	(315,807)	(20,867)	The management and operation of the Leisure Centres transferred to Active4Today with effect from 1st June 2015.
<i>Refuse</i>	(811,860)	(851,860)	(860,415)	(8,555)	
<i>Workshop Rents</i>	(23,590)	(27,875)	(21,246)	6,629	
<i>Car Parks</i>	(8,400)	(8,000)	(5,037)	2,963	
<i>Culture</i>	(1,025,450)	(963,450)	(865,513)	97,937	As a result of the ongoing building works throughout the summer the number of visitors to the museum has not met the initial projections in the annual budget, resulting in a shortfall in sales income and admission fees. At the Policy & Finance Committee meeting on 5th November 2015 members approved a programme of future developments at the National Civil War Centre.
TOTAL INCOME	(4,914,900)	(3,514,077)	(3,651,083)	(137,006)	
NET EXPENDITURE	4,826,030	4,862,169	4,396,804	(465,365)	
MEMORANDUM ITEMS					
<i>Support</i>	2,628,960	0	0	0	0 Support services are charged to budget heads at the end of the financial year. The direct costs of providing central services are scrutinised in the relevant portfolio.
<i>Capital</i>	613,940	0	0	0	0 Capital charges are applied to accounts at the end of the financial year and reversed 'below the line' so have no impact on the Council Tax payer.
<i>Recharged Support Services</i>	(1,668,550)	0	0	0	0 Central support services are recharged in full to service budgets.
TOTAL PER BUDGET BOOK	6,400,380	4,862,169	4,396,804	(465,365)	

ACTIVE4TODAY – END OF FINANCIAL YEAR UPDATE AND FORWARD PLAN

1.0 Purpose of Report

1.1 This report is to update the Committee on the performance of Active4Today for the financial year ending 31 March 2016 and to consider plans for 2016/17.

2.0 Background Information

2.1 At the meeting of Policy and Finance Committee on 29 January 2015 it was resolved to establish a “not for profit” wholly owned leisure company to provide leisure and sports development services on the Council’s behalf. This included the three leisure centres; Blidworth, Dukeries and the Grove. The Newark Sports and Fitness Centre has since replaced the decommissioned Grove. The Company, Active4Today, was duly incorporated on 9 March 2015. Active4Today commenced operations on 1 June 2015. The Council owned company was established as a company limited by guarantee.

2.2 A key and crucial driver for this approach is to achieve VAT and NNDR savings which were initially forecast to be approximately £250k in a full financial year.

2.3 The principle activities of the company are to:

- Provide leisure, sports, and cultural facilities and services;
- Liaise and co-operate with all interested groups within the community to develop and deliver this service;
- Promote and enter into partnerships or arrangements of all kinds to improve or extend the facilities and services offered;
- Explore all avenues of funding and finance for such services;
- Improve health and well-being through a range of outcomes, including reduced obesity, reduced anti-social behaviour and narrowing the health inequality gap; and
- Increase jobs, strengthening the local economy, and enable children, young people and adults to learn and be ready for work.

2.4 The appendices to this report contain:

- An annual report provided by Active4Today (Appendix A).
- An overview of performance against the basket of indicators agreed by Leisure and Environment Committee (Appendix B).
- An overview of sports development activities (Appendix C)
- Final Accounts outlining the first period of trading by Active4Today (Appendix D).

3.0 Annual report

3.1 The extremely positive start to the company’s trading is welcome and noted given the challenges that had to be dealt with in year namely setting up the company, transferring staff, decommissioning the Grove Leisure Centre and commencing new operations in the Newark Sports and Fitness Centre.

4.0 Overview of performance

4.1 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.

4.2 The initial Active4Today performance framework was considered by a working party established by Leisure and Environment Committee on 12 November 2015. A revised set of indicators was subsequently agreed upon and the performance as at 31 March 2016 is set out in Appendix B.

4.3 A number of performance issues are highlighted below for the Committee's attention. Firstly, there are number of very positive messages:

- The number of card holders is increasing for both genders.
- There are clear signs of channel shift evident through the increase in web bookings.
- The "percentage of individuals referred to Active4Today from a health professional – attended a session" significantly increased in Q4 2015/16 to 71% from a low in Q1 of 45%.
- The "Live leisure centre membership base (children)" has been rising year on year and is performing significantly better in 2015/16.

4.4 Secondly, there are a number of indicators that may warrant consideration in future discussions regarding the company's business plan and development activities.

- The number of 16-18 year olds and over 65s who visit the leisure centres dropped significantly in December 2015 and Feb 2016.
- The live leisure centre membership base for adults at Blidworth has declined year on year since 2013/14 eg. From a peak in June 2013/14 of approx. 930 to 794 in Feb 2016. A similar trend is evident for the child membership base too.
- The total number of user visits drop significantly in the peak holiday periods of April, August and December. The number of leisure centre user visits – deprived areas (except those under 16) tails off during the winter and dropped significantly in February and March 2016.
- The number of community groups supported by Sports Development has been on a downward trend over 2015/16.

5.0 Financial statement

5.1 During the period 1 June 2015 to 31 March 2016, the Council paid Active4Today a management fee of £439,806 plus a reimbursement of £25,568 for repairs and renewals.

5.2 At the meeting of the Leisure and Environment Committee in October 2015, Active4Today presented a report setting out issues that they were forecasting would cause a cash-flow deficit during 2015/16 of £75,876. The Committee agreed that half of this amount (£37,938) should be paid to Active4Today before 31st March 2016, with the remainder to be paid after this date if the outturn for the first ten months of operation indicated that it was necessary. The issues identified were also expected to cause a cash flow deficit in

2016/17, and an additional management fee of £124,876 for the period 2016/17 was agreed by the Committee on 26 January 2016. This amount was added to the Council's 2016/17 revenue budget.

- 5.3 The financial statement at Appendix D indicates that in its initial period of trading a net operating surplus of £359,077 was achieved.
- 5.4 The Council has aspirations to reduce the management fee for the Leisure Centre element of the agreement to £0 by 2019 /2020 and this is reflected within Active4Today's business plan. However, if operating conditions allow such as the rapid reduction in the management fee due to VAT and NNDR savings and/or an upturn in income following the opening of the Newark Sports and Fitness Centre, it might be possible to achieve this much sooner.

6.0 Issues for Leisure and Environment Committee

- 6.1 Contractually, if Active4Today exceed their business plan it is a matter for the company to approach Leisure and Environment Committee to set out what their rationale is for the allocation of a net operating surplus.
- 6.2 The company, in its annual report and financial statement (Appendices A and D), provides direction on the prudent transfer of its net operating surplus into its reserves. The company wishes to work over the summer with Council officers to identify the quantum of unknowns it faces over the coming year and revise its business plan accordingly. This would also see the Company not requesting the outstanding instalment of the additional management fee requested in 2015/16 in the light of the company's positive trading position, whilst looking at the recalibration of its business plan in line with its financial performance and development proposals.

7.0 Equalities Implications

- 7.1 The performance framework includes a range of measures that demonstrate work to improve inequalities in sports and leisure participation. An equality impact assessment will be undertaken for the revised business plan.

8.0 Impact on Budget/Policy Framework

- 8.1 The net operating surplus achieved by Active4Today suggests that the extra payment of £75,876 requested by the company for the 2015/16 financial year was not needed. Committee could consider asking that the first payment of £37,938 to be repaid. If this happens, it will be returned to reserves to support other services or priorities of the Council.
- 8.2 The achievement of an operating surplus would tend to suggest that the extra management fee requested for 2016/17 might also not be necessary to support the company's cash flow. If this amount is not paid, this would generate an in-year budget saving of £124,876. However, it would be prudent to postpone making a decision to withdraw this extra funding, until the end of September 2016 when more certainty around the income and expenditure of the Newark Sports and Fitness Centre is known and the

results of the outcome of the company's review of the unknowns facing it can also be considered.

- 8.3 In light of the positive financial performance, it is possible that the business plan for future years could be adjusted to reduce the management fee payable by the Council. Any reduction would support the Council's medium term financial plan and reduce the need for other savings.

9.0 Comments of Director(s)

- 9.1 The financial performance of Active4Today has been stronger than forecast over 2015/16. As stated earlier in the report, in 15/16 Active4Today requested an additional management fee in both 15/16 and 16/17 in light of issues around VAT, but the generation of a surplus would show the additional fee in 15/16 was not required, with the case not now proven for 16/17.

- 9.2 It would be prudent to agree with the proposals by Active4Today that the outstanding half of the additional management fee requested in 15/16 is not now paid, with the possible reimbursement of the 50% that was paid being confirmed once Active4Today has worked through the areas of 'unknowns' it has highlighted in its report. The outcome of this work will be presented in November to Leisure and Environment Committee, which is when Active4Today is due to present its draft business plan to the Committee for the following year.

- 9.3 The strong financial performance of Active4Today would also suggest that the additional management fee requested in 2016/17 is not required. Although Active4Today has highlighted the future performance of the Newark Sports and Fitness Centre as an unknown, the evidence provided in the report would show that membership sales are significantly ahead of forecast. Furthermore, whilst there is work to do around agreeing future repair and renewals schemes, the committed schemes cited in the Active4Today report are committed from Council funds. As such, it would be prudent not to pay over any of the additional management fee requested in 2016/17 unless a case can be proven by Active4Today once the issues around the 'unknowns' have been resolved. As stated in 9.2, the outcome of this work will be presented to Leisure and Environment Committee in November, when a recalibration of the Active4Today business plan and management fee for future years could be considered if there was evidence that this was achievable.

- 9.4 If Active4Today and the Committee are able to revert back to the original business plan between 2015/16 and 2016/17, without the requirement for any additional management fee, the saving generated would be £186,916, from a management fee of £440,840 in 15/16, to £253,924 in 16/17.

10.0 RECOMMENDATIONS:

- (a) that the Committee note the positive start to Active4Today's trading;**
- (b) agree that the additional half of the management fee requested by Active4Today in 2015/16 is not paid, whilst a decision on requesting the return of the 50% already paid is deferred until the November meeting of the Leisure and Environment Committee;**

- (c) agree that the additional management fee requested by Active4Today in 2016/17 is not paid pending the outcome of the work between Active4Today and the council over areas of 'unknowns' in its annual report with the outcome being reported to the November meeting of the Leisure and Environment Committee;
- (d) Active4Today provide the November Committee meeting with a full, half-year outturn position in order that the Committee can make fully informed decisions about the request for any additional management fee as well as the appropriateness of recalibrating the management fee payable in 2017/18 and future years; and
- (e) that Active 4 Today Ltd be requested to bring proposals for the use of the 2015/16 surplus of £359,000 to the September Committee meeting.

Reason for Recommendations

To ensure the company is delivering the outcomes required by the council in the most efficient and effective way.

Background Papers

For further information please contact Ged Greaves on Ext 5231.

Matthew Finch
Director - Customers

1.0 Purpose of Report

1.1 To provide the Leisure and Environment Committee with an update on the performance of Active4Today Ltd, in its first 10 months of trading from 1st June 2015 to 31st March 2016.

2.0 Background Information

2.1 Active4Today commenced trading on 1st June 2015, to operate the Council's leisure centres and sports development service.

2.2 As a fledgling company it was provided with a management fee by the Council, to assist the company with its cash flow, over the period of trading from 1st June 2015 to 31st March 2016.

2.3 An element of the management fee included the development of a performance framework, which would allow the Leisure and Environment Committee to monitor the performance of the company against the outcomes which were requested.

2.4 As part of the set-up of the company, the Leisure and Environment Committee would set the strategic direction of the company and Active4Today Ltd would ensure this was delivered.

2.5 Members will be aware that part way through the year, a working party was arranged between members of the Leisure and Environment Committee, Newark and Sherwood DC appointed officers and Active4Today. During this meeting the performance framework was discussed in a bid to develop a set of improved indicators, which would assist the committee to monitor the outcomes.

2.6 Attached at appendix I is the improved performance framework with outturn performance from 1st April 2015 to 31st March 2016. Set out below is narrative around several key messages from the framework, which have been extrapolated from the data:

2.7 The performance of the company during 2015/2016 has followed the trends of previous years, with peaks and troughs at particular periods including summer months and January.

2.8 Key headline indicators for the 2015/2016 include, the number of visits being over 875,000 which consists of visits to Blidworth, Dukeries and Grove Leisure Centres and the sports development activities. The figure on the appendix includes figures for Southwell LCT also, at 1,237,343 visits. There is no comparison for previous years as this is a new indicator.

2.9 The increase in participation in sport and physical activity (3 x 30 mins of moderate exercise per week) in the district has significantly increased to 30.2%, up from 24.2% in 2014/2015. This is monitored nationally by Sport England, with Newark and Sherwood now being placed 2nd within Nottinghamshire behind Rushcliffe, as having the greatest participation.

Ashfield	20.40%	Mansfield	19.10%
Bassetlaw	26.20%	Newark and Sherwood	30.20%
Broxtowe	21.30%	Rushcliffe	30.60%
Gedling	24.10%		

- 2.10 The research shows that the increase in participation is due to the rise of activities such as parkrun and “experience” type events e.g. Tough Mudder, Total Warrior (extreme assault courses) and a desire to take part in activities on a flexible basis without a big commitment. This has subsequently had a knock on effect however, in the traditional club membership and participation area. This has seen a significant decrease nationally and the information within Nottinghamshire is set out below.

Ashfield	16.40%	Mansfield	17.00%
Bassetlaw	18.60%	Newark and Sherwood	20.30%
Broxtowe	23.50%	Rushcliffe	27.90%
Gedling	23.90%		

- 2.11 There are a number of factors that could have influenced this, which includes demands on people’s time. For Newark and Sherwood the picture has remained constant for the past two years. Although the club membership may be on the decrease nationally, locally the sports development team have continued to support clubs and several initiatives have been explained further within appendix II. With an increase in 3 x 30 mins activity and a stand-still in club usage, the net gain is higher for the district and provides a positive outlook for the future.
- 2.12 The number of referrals from health professionals has increased this year to 362 from 300 in 2014/2015. This equates to an increase of just over 20%, demonstrating that the surgeries and organisations referring clients to the company are confidence in the services provided and the concept that, a referral for exercise rather than medication, will improve the patient’s health.
- 2.13 The success of the company website must be recognised as an achievement, providing information to the community on the services offered on a 24/7 basis. In addition to the online booking process, this enables customers to access the services at a time convenient to them and relieving the pressure on centre staff through traditional routes.

3.0 Challenges for the Company

- 3.1 The challenges for the company during this period have been quite unique. Not only has this included the TUPE of staff to Active4Today, the development of the company and the new working practices which this entails, the company has also supported the Council with the decommissioning of the Grove LC, the development and opening of the Newark Sports and Fitness Centre and the tendering and procurement of new state of the art fitness equipment for all the leisure centres within the group.
- 3.2 In addition to the above, the financing for the company has also identified several challenges. This has included the complexities around VAT and supporting the council with

advice regarding its application. Undertaking two end of year closures of the accounts, one at the end of March 2015 and the second at the end of May 2015, closing down the district council operation. Finally the TUPE of the Council's Senior Accountant to Active4Today, to lead the company's finances has also taken place.

3.3 During 2015/2016, with the looming closure of the Grove LC and its issues surrounding its age and the capacity at the site, income generation at this facility proved difficult. Employees worked tremendously hard to ensure all opportunities were maximised; where adult memberships experienced a huge decline in numbers over those forecasted, children's memberships did exceptionally well and supported the drop in membership income. In addition, savings were made to off-set elements of underperformance and ensure losses were contained.

3.4 At the close of accounts, it was identified that the 2015/2016 financial year ended with a shortfall of £52K over all leisure centre activity income streams, against the profiled expected budget. The largest of these shortfalls occurred in:

- Adult membership at year end had a shortfall of 349 members against target
- Adult direct debit outturn underachieved by £67K against target

On a positive note, income in other areas did overachieve, with the largest of these occurring in:

- Children's membership at year end over achieved by 226 members against target
- Children's direct debit outturn overachieved by £39K against target

3.5 It is expected that the issues experienced with the adult memberships will be rectified with the move to the new facility as well as refurbishments and new equipment at Blidworth and Dukeries.

3.6 In view of the newness of the company and the complexities which surrounded the decommissioning of the Grove, much of the 2015/2016 repairs and renewals spending was limited to essential spend. This was a conscious move, knowing the investment which would take place during 2016/2017, to ready the sites for the installation of the new fitness equipment. This approach assists with a re-launch of the facilities and supports the income generation by ensuring an impact is made on the user. As a result, repairs and renewals spend is lower than expected; however, this will increase significantly during the year.

4.0 Success of the Partnership

4.1 As Members will be aware, as a separately registered Council company it is vital that the two organisations work in partnership. This has taken place through the close working relationship between the Managing Director of Active4Today and the Director of Customers for the Council.

4.2 Over the past year, discussion has taken place on performance, outcomes, the new development, the closing of the Grove and the issues which have occurred with the VAT along with concerns regarding pensions, insurance premiums and the TUPE of additional employees.

- 4.3 Finance to date for the company has been well managed. The company has operated during a very difficult and uncertain period and ensured that an approach was adopted which minimised as much spend as possible, during the first 10 months of operation. This approach ensured that sufficient balances remained available during the year to meet any unforeseen difficulties which may have arisen and which may not have been known when the company was formed.
- 4.4 Attached at appendix III are the final accounts of the company for the period 1st June 2015 to 31st March 2016. The Committee will note that the company is proposing a contribution to its reserves of £359,077. The process of reserves is supported by the Board of Active4Today Ltd and developed to support the long term sustainability of the company, in line with good accounting practices.
- 4.5 The draft accounts have been produced showing three strands to the reserves:
- Contingency reserve
 - Repair reserve
 - Development reserve
- 4.6 As Members will note, the repairs and renewals strand has been split into two distinct areas. One of which is for the repair and one for the renewal (development) side. The proposed reserve amount of £359,077 has been split equally amongst the three strands.
- 4.7 Members will see that the turnover for the company is in the main made up of income from fees and charges. Other operating income includes the management fee provided by Newark and Sherwood District Council. In addition however, a small amount of £1,997 has been generated through the investment of A4T's finance by the financial services business unit at the Council.
- 4.8 As a result of the finance from investment having no relation to the primary activity, the company is liable to corporation tax at £399. This provision has been made within the accounts.
- 4.9 In addition the Council has an outstanding payment to A4T as part of the intercompany balance of £37,938; this is the second half of the management fee still owed by the Council to support the issues identified above including the VAT, pensions and insurance, which were identified in year and presented A4T with a reduction in income generation. Due to the complexities identified within the report, it was agreed with the Council that half this payment would be made in year and half would remain outstanding, until it was identified by A4T if this payment was required. To date, this finance has not been drawn down by A4T.
- 4.10 Currently the company has several areas of unknowns and areas currently under development. None of the finance associated with these areas has been included within the final accounts, as a result of the costs currently being developed, which precludes estimated costs being included in the accruals.
- 4.11 To provide the committee with an understanding of the areas currently being developed and areas currently requiring further investigation, a list has been provided below. In

addition, approximate costs associated with these items have been provided, in order to offer an understanding of the financial commitments required.

Areas of unknown and development:

- Repairs and renewals currently committed - £130K
- Irrecoverable VAT on year-end adjustments - £30K
- Sports Development grants and balances - £59K
- VAT implications yet to be confirmed - £50K
- Impact of the National Insurance increase - £40K
- Possible external audit of A4T - £15K
- Maintenance contract for the new equipment - unknown
- Newark Sports and Fitness Centre income levels - unknown
- Newark Sports and Fitness Centre staffing resources - unknown
- Newark Sports and Fitness Centre contractual services – unknown

4.12 Currently finance in the region of £324K has been identified to meet the areas of known activities identified above. However, these are currently estimates and as explained above, could not form part of the final accounts.

4.13 In addition, no figure has been provided for the unknown areas above, which include income generation and expenditure. This is due to these items still being under development and further information required, which includes a trading history. Once this information is available, informed assessments can be made.

4.14 In addition to the finance identified within the A4T reserves, finance is available within the NSDC held repairs and renewals finance. This finance was the residual balance carried over from the leisure centres business unit and was made available as part of the contractual arrangement, to support the upkeep of the facilities whilst the company's reserves were developed.

4.15 The balance of the council held R&R budget will be available by July 2016 and will provide additional information, which will enable an assessment to be undertaken of all finance available.

5.0 Proposed Process

5.1 After further discussion with the Board of Active4Today Ltd, an approach has been suggested, which would identify an agreed principle for the use of reserves by the company, to ensure these support the items set out above and in turn deliver the objects, as required within the Memorandum of Articles. In addition this will provide finance to support the strategic direction of the company, identified by the Leisure and Environment Committee.

Proposed Process between the Council and Active4Today Ltd:

- Active4Today work with the council to identify the level of reserve within the repairs and renewals finance, to meet the commitments identified in year and in future years

- Active4Today work with the Council’s property services unit to identify the level of contractual services necessary to meet the requirements of the new mechanical and engineering equipment located at the Newark Sports and Fitness Centre
- Active4Today assess the resources required to meet the customer usage, based on known usage to date and re-profile the budgets to meet this requirement
- Active4Today re-profile income generation based on known income generation to date
- Active4Today work with their external financial advisors to understand any outstanding VAT commitments and those required for 2016/2017
- Active4Today extrapolate grant income from the reserves required as the working budget for the Sports Development unit
- Active4Today make provision to meet the financial commitment for external audit

5.2 Once the actions above are undertaken more certainty will be available for the Council and the Company. It is proposed at this stage that the Managing Director of Active4Today meet with the Director of Customers for the Council, to discuss the level of reserve within the company and understand the commitments necessary to meet current and future requirements.

5.3 At this stage discussion can take place regarding the future management fee provided by the Council to Active4Today, to assess if changes to the management fee for 2016/2017 and forecasted management fees are required. It is hoped that at this stage, the management fee may be reduced, in a bid to work towards achieving one of the outcomes of the company, which was to achieve a “nil” operating management fee for the leisure centres of the company within the first five years of operation.

6.0 Newark Sports and Fitness Centre Performance To-date

6.1 In addition to the above final accounts report, A4T have provided Members with an update of the current performance of the Newark Sports and Fitness Centre, to celebrate the centre opening and provide data on the performance to date.

6.2 The NSFC commenced trading on 25th April 2016 and as stated earlier within the report, at a lower than expected starting position with regards to memberships. In turn the opening of the centre was three weeks later than initially forecasted, and as such this was not factored into the budget process. Members will be aware however, that the interest in the new facility has been very positive and below is a current position of trading since 25th April 2016, specifically concentrating on the trading activity.

Adult membership performance to 24th May 2016:

ADULT SALES TARGET	ADULT SALES ACTUAL	VARIANCE
250 sales	461 sales	211, additional sales above target

Other performance to 24th May 2016:

- 15.4 memberships per day have been sold since opening, compared to 3.6 sales at the Grove LC during the same period last year
- Sales appointments have taken place from 9.00am to 9.00pm on each day with each slot being occupied up to end of May 2016. This is gradually reducing as expected
- Adult swim memberships are currently 44% above target to date
- Aqua fitness classes are fully booked 7 days in advance. Historically these classes have had spaces left within 48 hours of the activity commencing
- Since opening, 452 inductions into the fitness suite has taken place with new members
- Since opening, 440 Health Assessments have taken place for our clients
- Swimming pool inflatable sessions are currently operating at capacity every weekend

Junior membership performance to 24th May 2016:

JUNIOR SALES TARGET	JUNIOR SALES ACTUAL	VARIANCE
135 sales	177 sales	42 additional sales above target

Other performance to 24th May 2016:

- 6 memberships per day have been sold since opening, compared to 3.4 sales at the Grove LC during the same period last year
- Junior fitness has been extremely successful selling over 50 memberships to date, compared to a target of 10
- 2 children's parties have been sold each weekend currently since opening with bookings a month in advance
- The NCC school swimming programme has successfully launched, with swimming lessons taking place from 9am to 3pm Monday to Friday. Approximately 18 hours per week is being utilised by 18 schools in and around Newark
- The new play area is providing a fantastic service under 6s, whilst parents/carers view swimming lessons, gymnastics, trampoline classes, karate and many other activities, that are available within the xperience membership scheme

7.0 Proposals

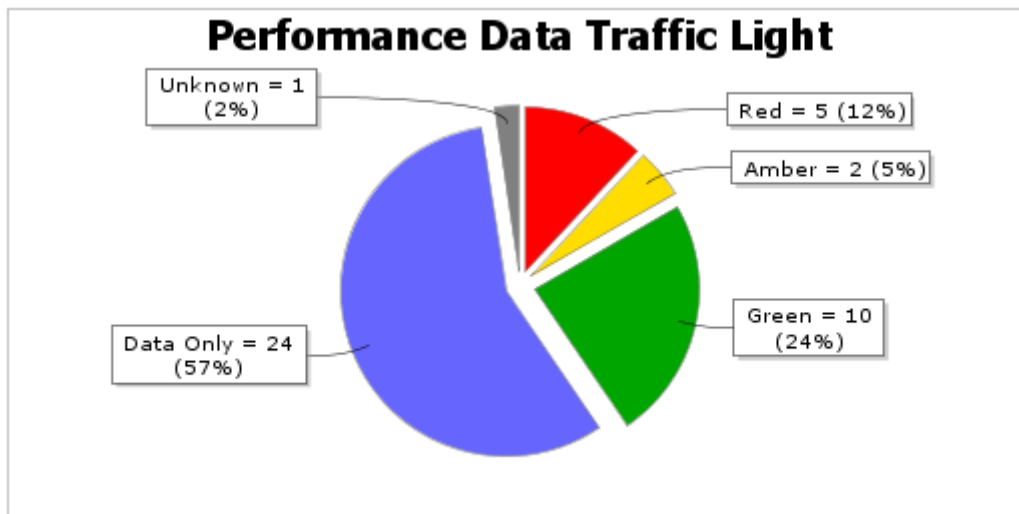
- 7.1 In view of the information provided, Active4Today would like to propose that the above suggested approach at pt 5.1 to reviewing the reserves of the company and the finance held for A4T by the Council is reviewed at the end of September 2016, once the most up to date information is available.
- 7.2 It is proposed that once this review has taken place a report is brought back to the Leisure and Environment Committee with the recommendations from the discussion, which will include a revised proposal for the leisure centre element of the management fee.

- 7.3 It is proposed that until this work takes place, Active4Today only draw down the element of the management fee specifically associated with the contribution to the Sports Development team and the support for the Southwell Leisure Centre Trust, as per the agreement.
- 7.4 As a result of the performance to date of the company, it is proposed that the outstanding intercompany balance of £37,938, is not collected from the Council at this stage and this is reviewed in line with the timetable set out above to ascertain if this is required.

For further information please contact Andy Carolan – Managing Director via email on andy.carolan@active4today.co.uk or via telephone by calling ext. 5710 or 07971 486375

APPENDIX B

**Performance Report - Leisure & Environment Committee -
28/06/16**

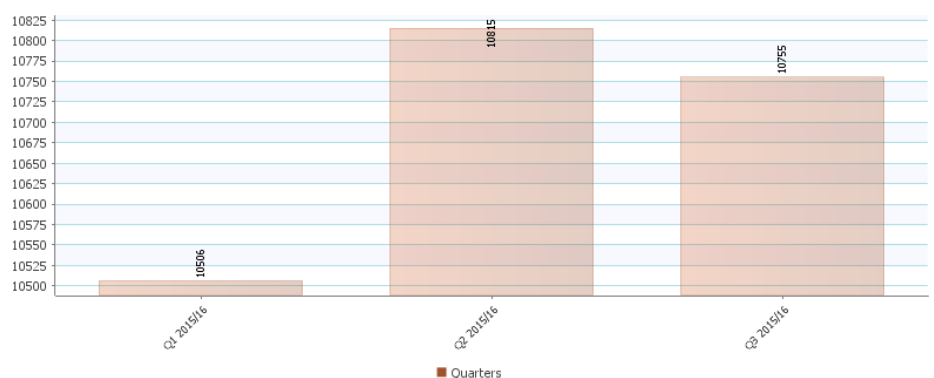


Active4Today Measures

No. of Active Card holders - resident in the District - TOTAL

Rolling / Snapshot
Outturn

Latest result for 2015/16 as of Q3 2015/16
10755

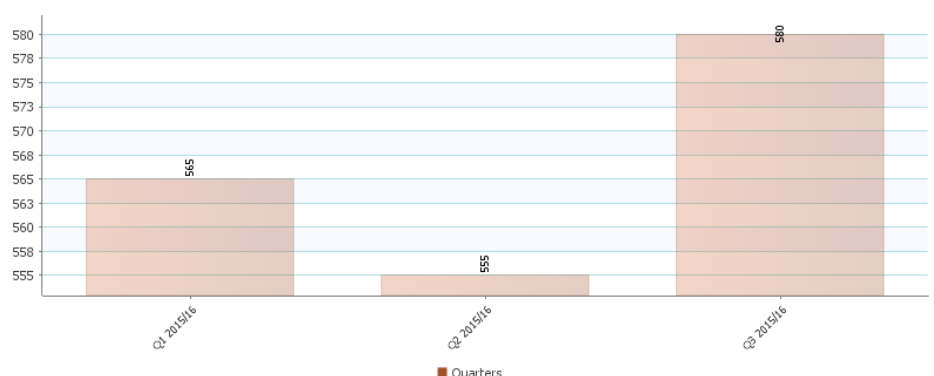


Commentary:	<p>Director of Communities Comment:</p> <p>This has seen a positive increase over the year and A4T and SLCT staff are working hard to encourage more customers to get an Active Card. There are plans in place to develop a more inclusive pricing structure, so customers holding an Active Card will receive added benefits. Quarter 4 is showing an increase due to a new year campaign. There were a number of people that signed up for an Active Card using an online process in this period however this did not transpire into using the facilities.</p>
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No. of Active Card holders - non resident in the District – TOTAL

Rolling / Snapshot
Outturn

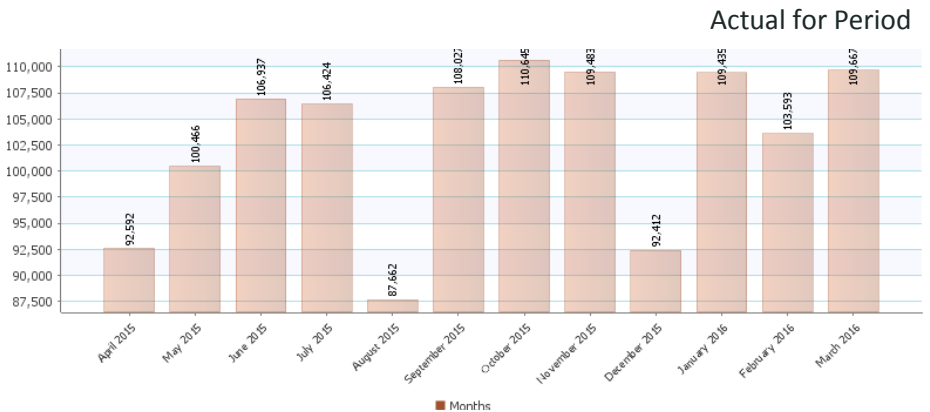
Latest result for 2015/16 as of Q3 2015/16
580



Commentary:	<p>Director of Communities Comment:</p> <p>A4T and SLCT staff are working hard to encourage more customers to get an Active Card, whether they live within the district or not. There are plans in place to develop a more inclusive pricing structure, so customers holding an Active Card will receive added benefits.</p>
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No. of User Visits - TOTAL

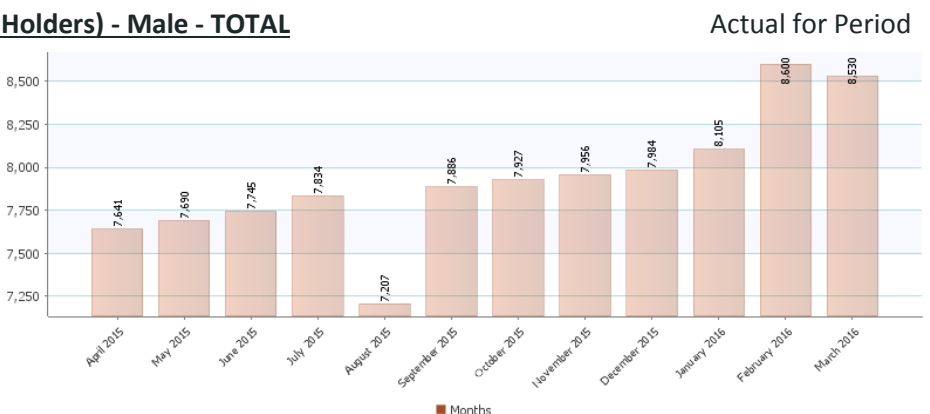
Cumulative result for 2015/16 as of March 2016
1,237,343



Commentary:	<p>Director of Communities Comment:</p> <p><i>The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.</i></p> <p>The graph demonstrates the seasonality of the business. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and new fitness equipment at Blidworth, Dukeries and Southwell.</p>
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No. of Leisure Centre user visits (Card Holders) - Male - TOTAL

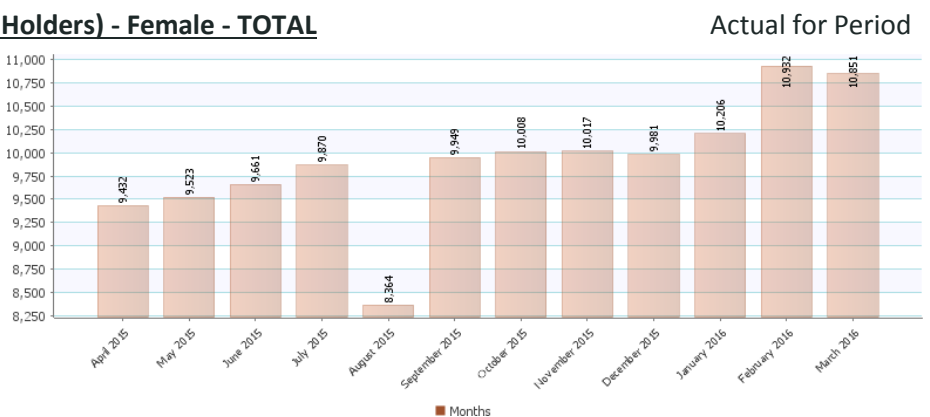
Cumulative result for 2015/16 as of March 2016
95,105



Commentary:	<p>Director of Communities Comment:</p> <p><i>The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.</i></p> <p>The graph demonstrates the seasonality of the business and follows the trends of other indicators. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and new fitness equipment at Blidworth, Dukeries and Southwell.</p>
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No. of Leisure Centre user visits (Card Holders) - Female - TOTAL

Cumulative result for 2015/16 as of March 2016
118,794



Commentary:	Director of Communities Comment:
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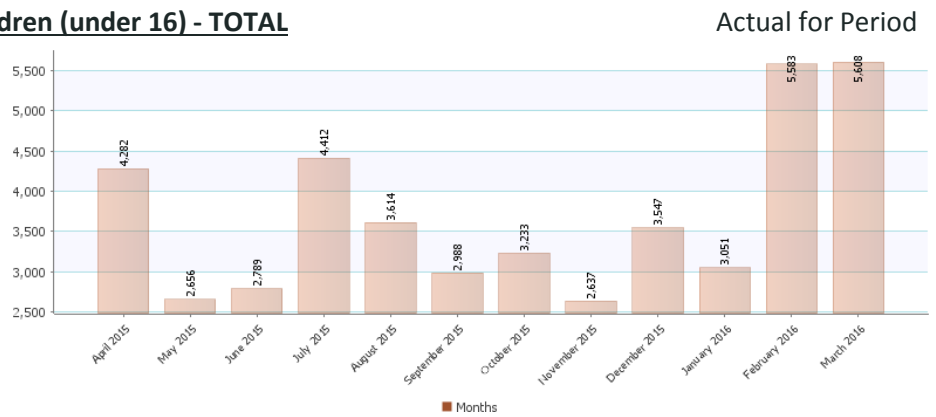
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

The graph demonstrates the seasonality of the business and follows the trends of other indicators. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and new fitness equipment at Blidworth, Dukeries and Southwell.

No. of Leisure Centre user visits - Children (under 16) - TOTAL

Cumulative result for 2015/16 as of March 2016

44,400



Commentary:

Director of Communities Comment:

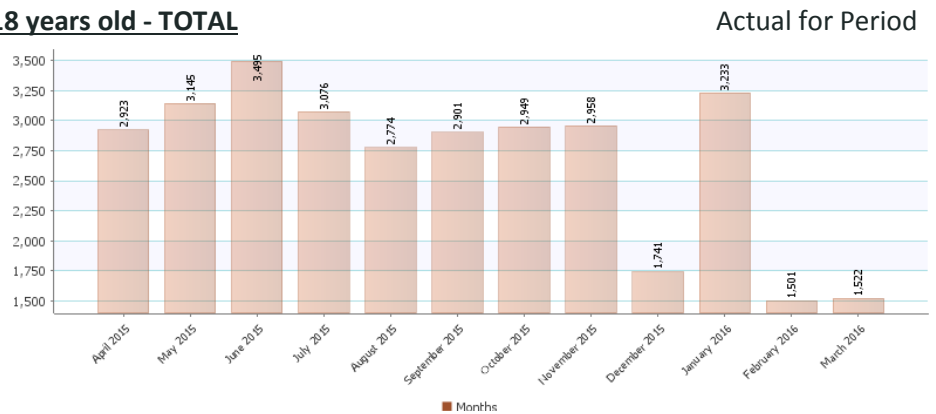
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

The graph demonstrates the peaks throughout the year that correlate with school holidays. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and continued development of the junior programmes.

No. of Leisure Centre user visits - 16-18 years old - TOTAL

Cumulative result for 2015/16 as of March 2016

32,218



Commentary:

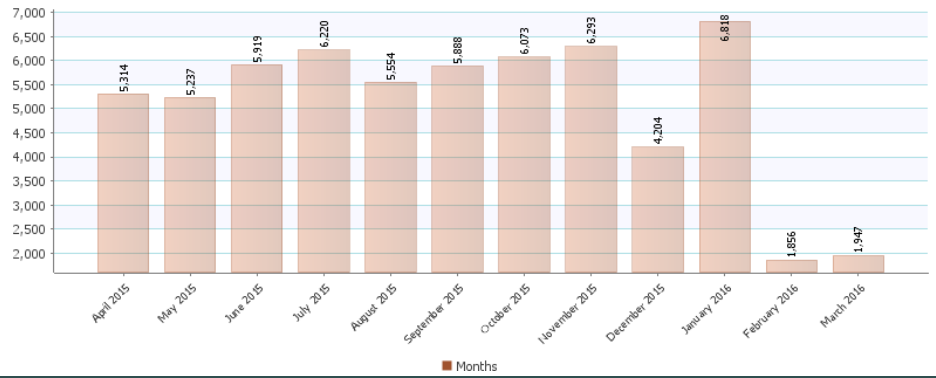
Director of Communities Comment:

The figures for February and March show a decline in usage for this age group and the impending move to the new site had an impact on this. This matches the profile of adult membership rates also. (The 16-18 age group are classed as adults on the membership base reports). We will be expecting to see an increase in visits during 16/17 following the opening of the new site and continued development of the student programme.

No. of Leisure Centre user visits - Aged Over 65 - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016
61,323



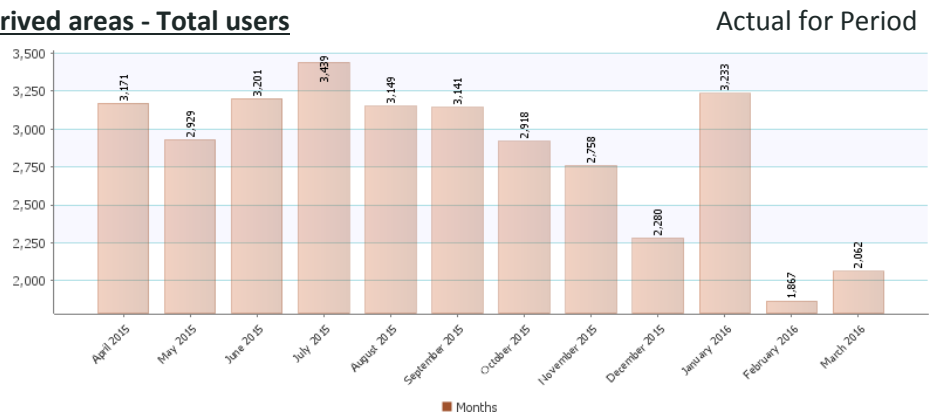
Commentary: Director of Communities Comment:

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

The figures for February and March show a decline in usage for this age group and the impending move to the new site had an impact on this. This matches the profile of adult membership rates also. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and the increase in opportunities for over 65's.

No. of Leisure Centre user visits - Deprived areas - Total users

Cumulative result for 2015/16 as of March 2016
34,148



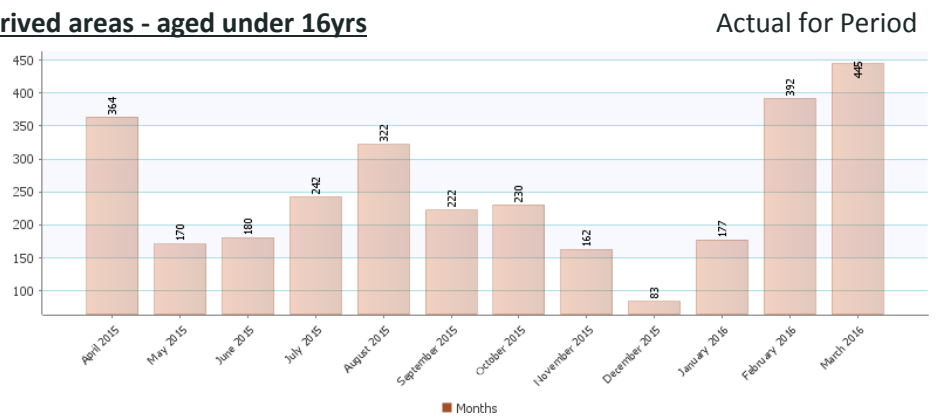
Commentary: Director of Communities Comment:

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

The figures for February and March show a decline in usage for this age group and the impending move to the new site had an impact on this. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and the close proximity of the centre to the Hawtonville area. The developments at Blidworth and Dukeries will hope to engage more people from the deprived areas as well as the development of a more inclusive pricing structure.

No. of Leisure Centre user visits - Deprived areas - aged under 16yrs

Cumulative result for 2015/16 as of March 2016
2,989



Commentary: Director of Communities Comment:

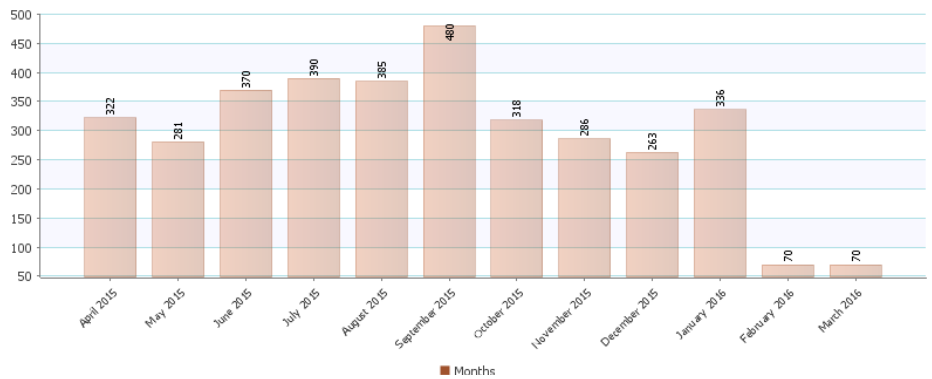
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

We will be expecting to see an increase in visits during 16/17 following the opening of the new site and the close proximity of the centre to the Hawtonville area. The junior membership base report reflects this increase in usage of this age group. The developments at Blidworth and Dukeries will hope to engage more people from the deprived areas as well as the development of a more inclusive pricing structure.

No. of Leisure Centre user visits - Deprived areas - Aged Over 65

Actual for Period

Cumulative result for 2015/16 as of March 2016
3,571



Commentary:

Director of Communities Comment:

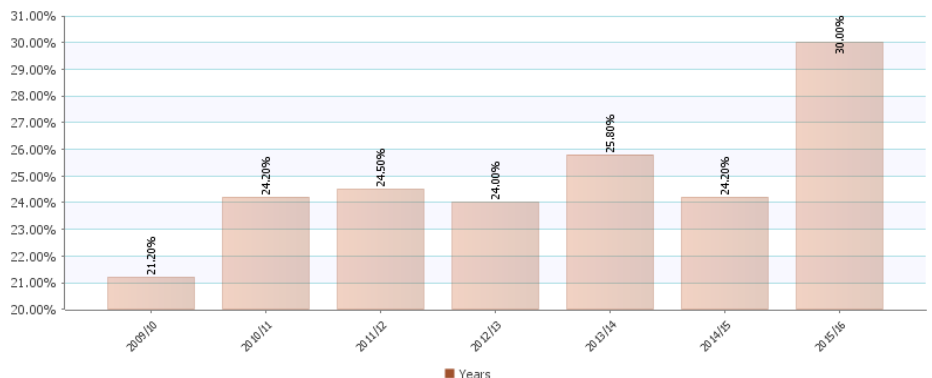
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

The figures for February and March show a decline in usage for this age group and the impending move to the new site had an impact on this. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and the close proximity of the centre to the Hawtonville area. The developments at Blidworth and Dukeries will hope to engage more people from deprived areas as well as the development of a more inclusive pricing structure and increase in opportunities for over 65's.

% of Adult participation in sport and active recreation (OLD N18)

Actual for Period

2015/16 result
30.00%



Commentary:

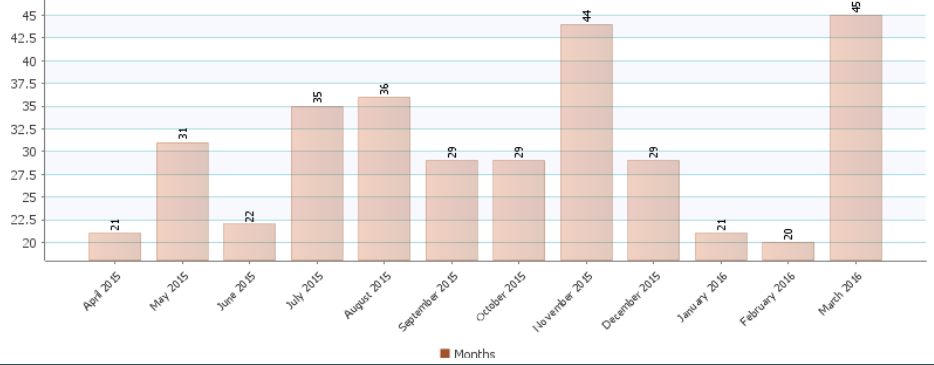
Director of Communities Comment:

This national survey demonstrates the participation in sport and physical activity of 3 x 30 mins per week moderate intensity in N&S. The national picture of sports participation is reflected locally with an increase in activities where there is flexible access and little time commitment ie Parkrun, gym memberships. Whereas traditional club membership has reduced, participation on the whole is increasing. In terms of 'league tables', this puts N&S in 2nd place in Nottinghamshire behind Rushcliffe.

No. of individuals referred to Active4Today from a health professional - Total

Actual for Period

Cumulative result for 2015/16 as of March 2016
362



Commentary:

Director of Communities Comment:

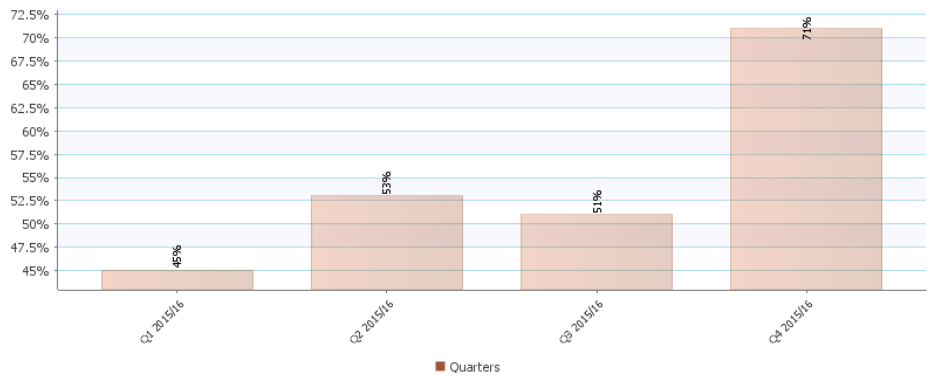
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

The referral rate is consistent with what we'd expect from health professionals and demonstrates their confidence in the scheme to improve people's health through exercise rather than medication. This will be developing further through the increased of monitoring progress through our new software on fitness equipment.

% of individuals referred to Active4Today from a health professional - Attended Session - TOTAL

Rolling / Snapshot Outturn

Latest result for 2015/16 as of Q4 2015/16
71%



Commentary:

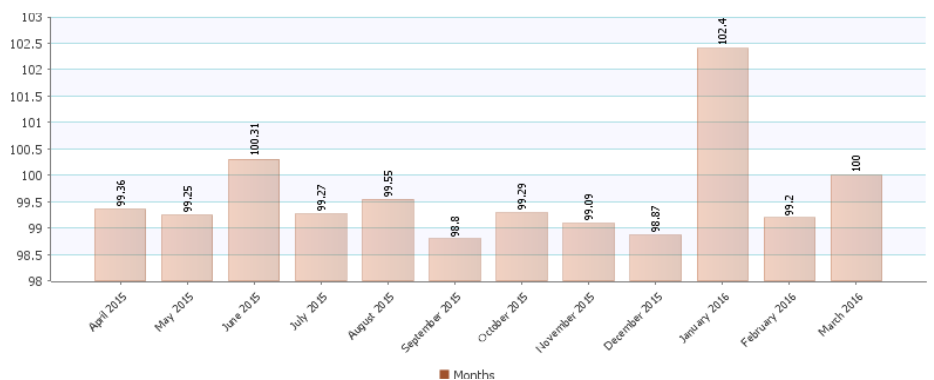
Director of Communities Comment:

We would like to see the take up of the scheme increase however it appears that although the costs are heavily subsidised to engage people, it is often the prohibitive factor. The development of the inclusive pricing structure may address this.

% Membership Retention Rate - Adult - TOTAL

Rolling / Snapshot Outturn

Latest result for 2015/16 as of March 2016
100



Commentary:

Director of Communities Comment:

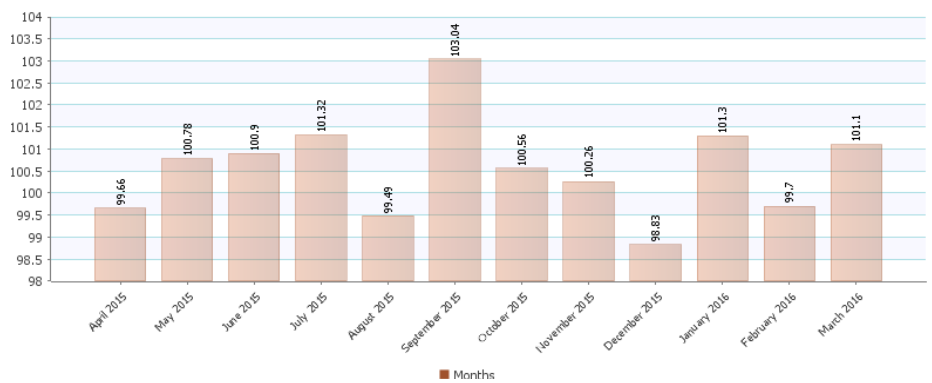
The graph demonstrates the month to month retention of membership reflecting the ups/downs of the membership base. Figures above 100% represent the retention of the previous months membership figure and additional sales. The January peak is expected due to the 'new year aspirations' around fitness and health.

% Membership Retention Rate - Child - TOTAL

Rolling / Snapshot

Latest result for 2015/16 as of March 2016
101.1

Outturn



Commentary:

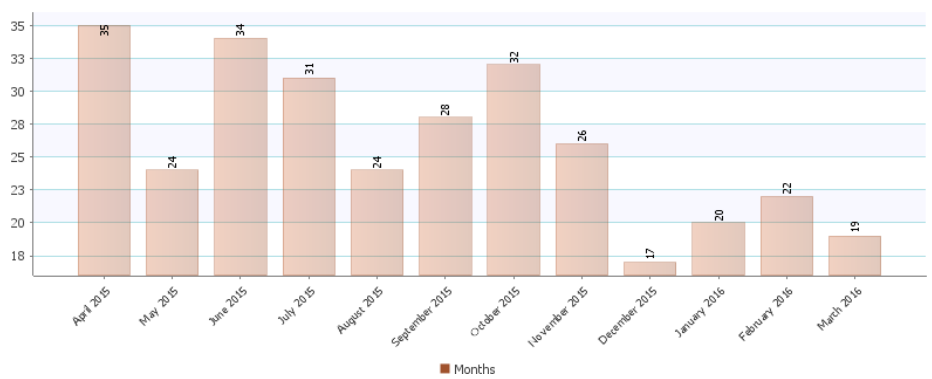
Director of Communities Comment:

The graph demonstrates the month to month retention of membership reflecting the ups/downs of the membership base. This is a very positive position demonstrating the retention of the previous months membership figure and additional sales. The September peak is expected due to the school term starting and renewed interest from adults for parents to join the scheme.

No. of Community Groups supported by Sports Development

Actual for Period

Cumulative result for 2015/16 as of March 2016
312



Commentary:

Director of Communities Comment:

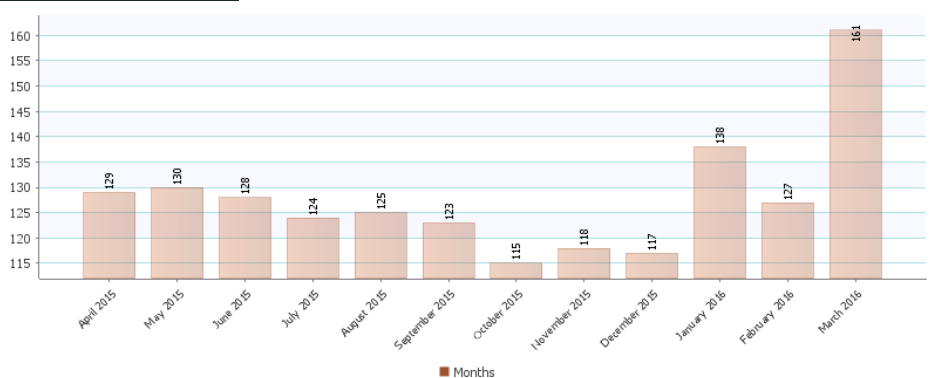
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

The sports development team have experienced a period of change with staff leaving and moving into different roles. This has now been resolved and all positions filled. In addition, the team were tasked with a specific focus for developing the programme at the new site, specifically the inclusive activity officer around DDA and partnership working to increase daytime usage.

No. of Leisure Centre Members claiming Benefits - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016
1,535



Commentary:

Director of Communities Comment:

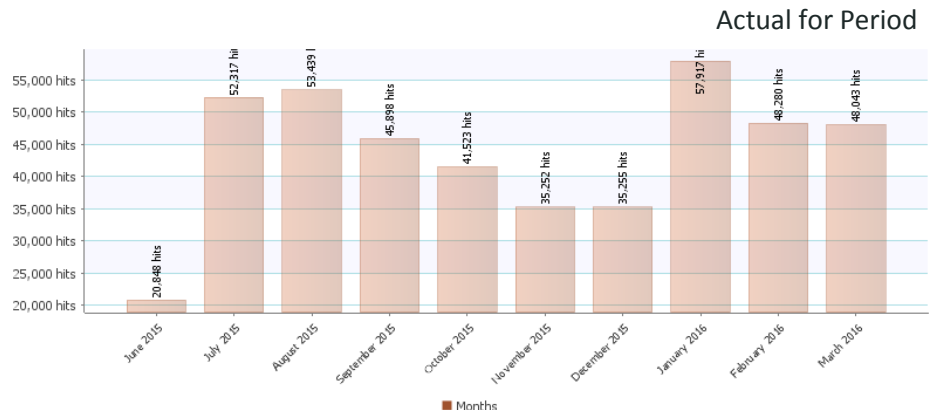
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

We will be expecting to see an increase in visits during 16/17 following the opening of the new

site and the close proximity of the centre to the Hawtonville area. The developments at Blidworth and Dukeries will hope to engage more people from deprived areas as well as the development of a more inclusive pricing structure.

No. of Website Hits - TOTAL

Cumulative result for 2015/16 as of March 2016
438,772 hits



Commentary:

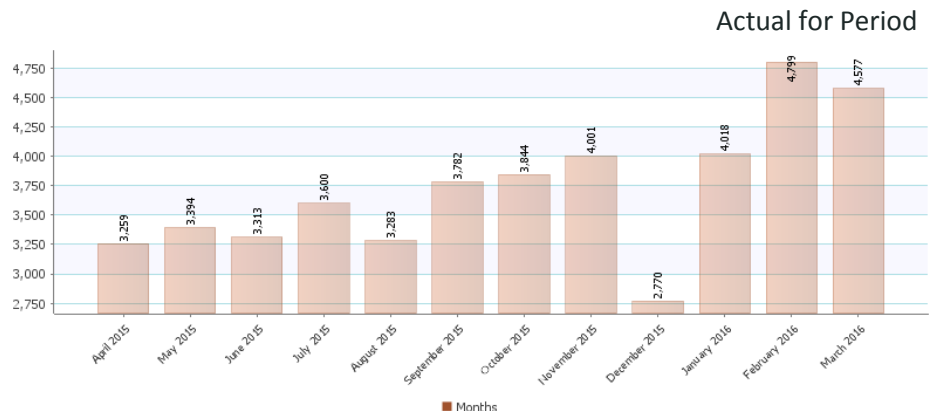
Director of Communities Comment:

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

The launch of the company website in June, therefore the hits for June were anticipated. Since June, the website has developed further and a series of videos were posted to see the progress of the new site which generated a lot of interest. There are plans in place to further develop the content for Southwell Leisure Centre Trust, improve the design and layout of timetables and programmes to make it more user friendly and connect with our leisure bookings system.

No. of Web bookings - TOTAL

Cumulative result for 2015/16 as of March 2016
44,640



Commentary:

Director of Communities Comment:

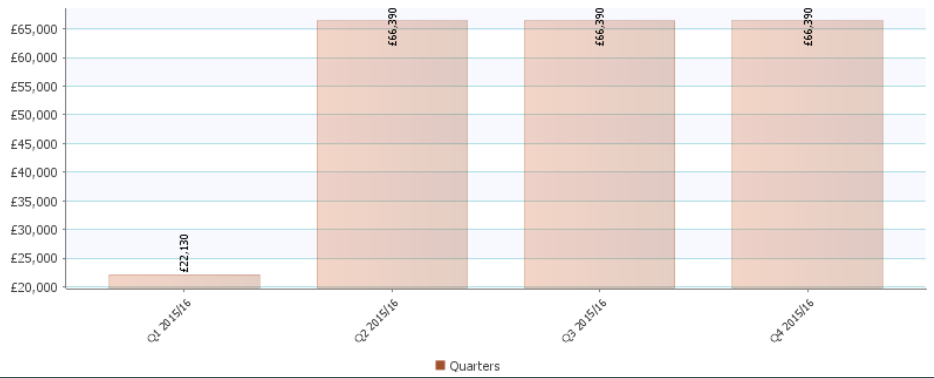
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

This is a valuable asset to the business, enabling customers to access the booking system 24 hours a day, 7 days per week. This also alleviates the telephone system. There are plans in place to make the online booking process easier and increase the number of activities available for customers and connect with our leisure bookings system.

Actual for Period

Value of Management Fee - Active4Today

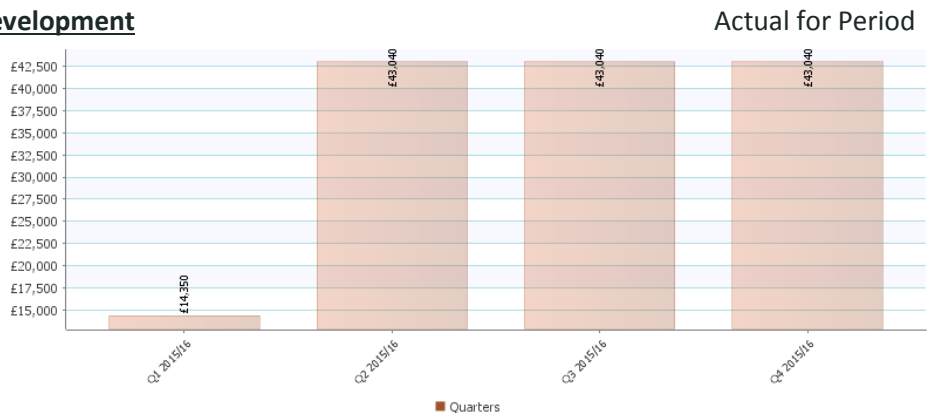
Cumulative result for 2015/16 as of Q4 2015/16
£221,300



Commentary: Director of Communities Comment:
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

Value of Management Fee - Sports Development

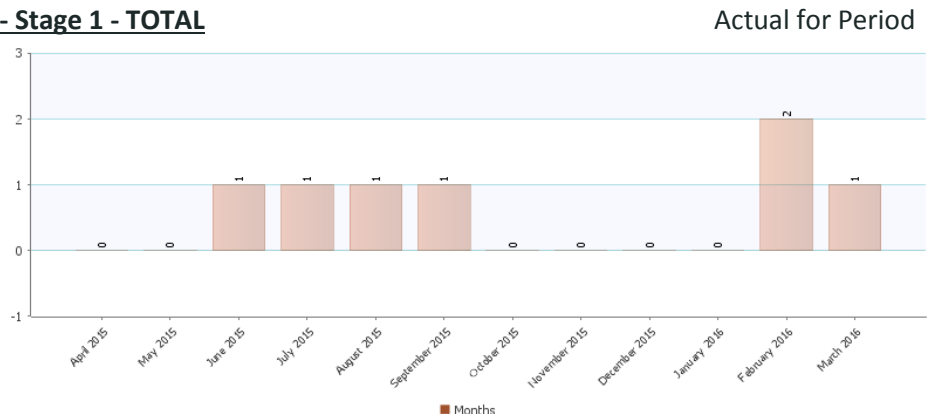
Cumulative result for 2015/16 as of Q4 2015/16
£143,470



Commentary: Director of Communities Comment:
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of External Customer Complaints - Stage 1 - TOTAL

Cumulative result for 2015/16 as of March 2016
7

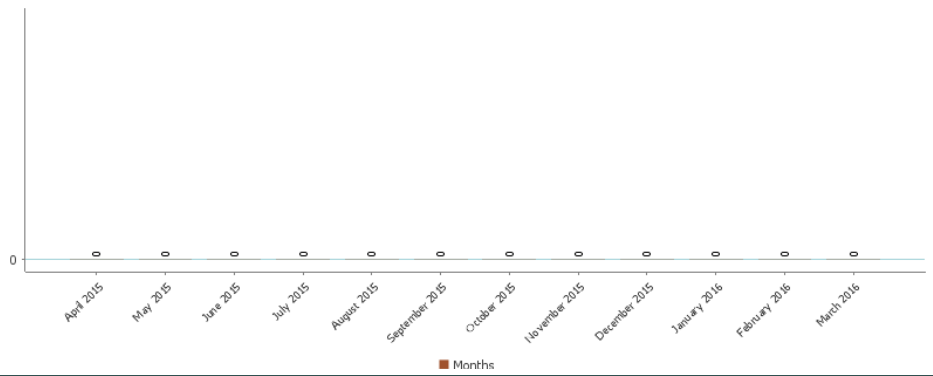


Commentary: Director of Communities Comment:
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.
These comments have been investigated and the customers were contacted by letter to confirm the outcome.

No. of External Customer Complaints - Stage 2 - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016
0

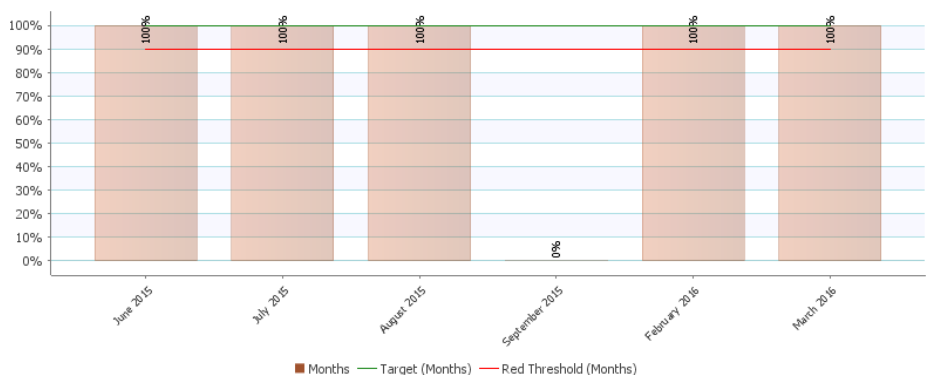
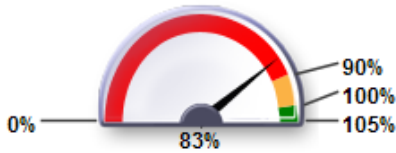


Commentary: Director of Communities Comment:
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

Avg. % of External Customer Complaints processed within the deadline - Stage 1 - Active4Today & SLC Trust

Actual for Period

Average result for 2015/16 as of March 2016

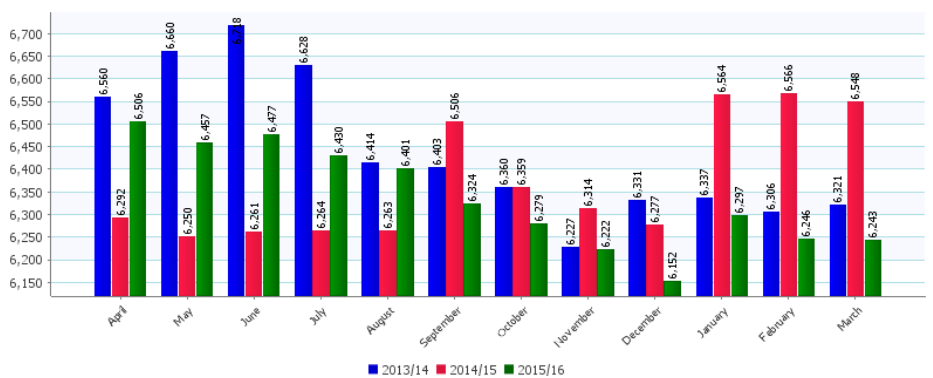
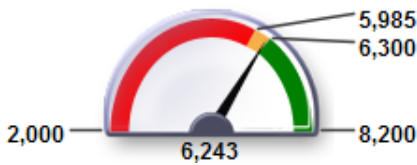


Commentary: Director of Communities Comment:
The graph is showing the actual result for each month. The gauge is displaying the average result for the year to date.

Live Leisure Centre Membership base (adults) - Total

Rolling / Snapshot Outturn

Latest result for 2015/16 as of March 2016

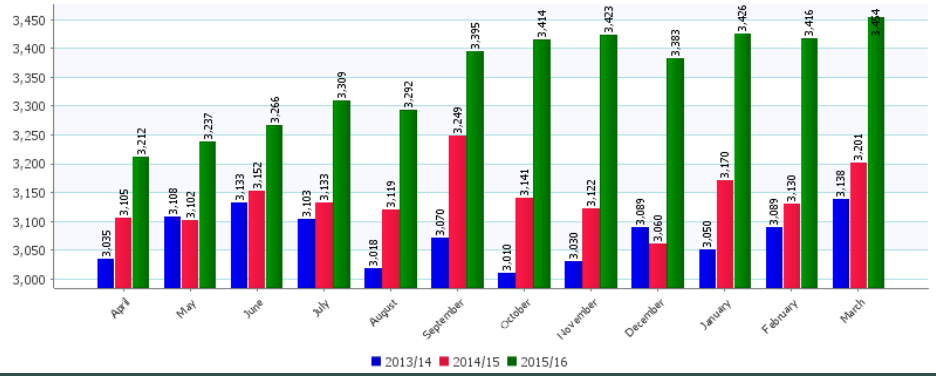
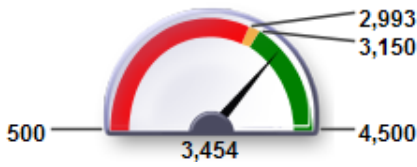


Commentary: Director of Communities Comment:
The value at 31st March demonstrates a decline in membership base for adults from the previous year. There are several factors that may have influenced this including the other providers of gym memberships opening particularly in Mansfield and Newark. We aim to slow this trend during 2016/17 following the opening of the new site and the new equipment installation and refurbishment at Blidworth, Dukeries and Southwell.

Live Leisure Centre Membership base (children) - Total

Rolling / Snapshot Outturn

Latest result for 2015/16 as of March 2016



Commentary:	<p>Director of Communities Comment:</p> <p>This has seen a positive increase on previous years, demonstrating the children’s membership scheme represents high quality activities which are value for money. There are very limited other providers across the district operating a varied scheme as A4T does.</p>
--------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

% Customer Satisfaction - TOTAL

Rolling / Snapshot
Outturn

NO DATA AVAILABLE

Commentary:	Director of Communities Comment:
--------------------	----------------------------------

APPENDIX C

Performance Management Report 2015/2016 Sports Development update

Club Development

The sports development team successfully delivered the Satellite Clubs programme nationally, developing links from clubs into secondary schools and enabling high quality coaches to deliver sessions to young people, in turn developing their club membership and participation. Funding was secured from Sport England through Sport Nottinghamshire in order to deliver this project. This has been secured for a further year with funding agreed of £4,000 to Active4Today to deliver the project during 2016/2017.

The Council's sports grant aid scheme, administered by A4T, has continued to be popular with clubs in supporting their projects and these have included contributions towards open days, events and developing participation.

The various Sports Councils and associations have gone from strength to strength during the year, with support provided to Fernwood, Southwell, Ollerton, Newark and Sherwood, Newark Schools and New Newark Youth Football League. Officers have provided grant advice, contact details for other partners to work with and also supported with staff at events.

The volunteering scheme has been revamped and resurrected now the sports development team are up to the full staffing compliment following vacancies. There will be a focus on identifying potential future employees through the scheme to work for A4T.

Community Engagement

The Sport England funded project, SAFE, has continued to achieve the identified outcomes, with high participation and engagement from all areas, working in partnership, particularly with the Youth Service. This project has enabled further access to sporting activity, predominantly A4T centres, and encouraged individuals to continue their participation. They have been able to build relationships with our staff and develop the confidence to enjoy sport and physical activity for possibly the first time in a long while.

Successful sessions have included engaging with adult education at Dukeries and provision of sports activities at the leisure centre for their students. They were all very enthusiastic and enjoying a variety of exercise sessions including an Active Cycle and Zumba class.

Inclusion

The engagement of key groups has been a particular focus in the opening of the Newark Sports and Fitness Centre, ensuring that everyone has access and opportunity to enjoy the facilities.

Staff has been following up on the work done by RG Carter with Sir Donald Bailey School along with a number of other schools, and giving out positive messages about the centre and the opportunities that are available to them.

Staff has also been working very closely with the Police and Anti-Social Behaviour team to raise awareness of Hate Crime in young people and have jointly hosted workshops in centres for people to share their experiences.

**ACTIVE4TODAY LIMITED
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE PERIOD 1 JUNE 2015 TO 31 MARCH 2016**

COMPANY LIMITED BY GUARANTEE

Tom Geraghty & Associates

Chartered Accountants and Business Advisors

38 North Gate
Newark-on-Trent
Nottinghamshire
NG24 1EZ

Active4Today Limited
Directors' Report and Financial Statements
For the Period 1 June 2015 to 31 March 2016

Contents

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Directors' Report	2
Accountant's Report	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Accounts	6–7
The following pages do not form part of the statutory accounts:	
Detailed Income and Expenditure Account	8–9

Active4Today Limited
Company Information
For the Period 1 June 2015 to 31 March 2016

Directors

Mr Roger Blaney
Mr Andrew Carolan
Mr Andrew Muter
Ms Abbie Truswell
Mr David Dickinson
Mr David Lloyd

Company Number

09477018

Registered Office

Newark Sports and Fitness Centre
Bowbridge Road
Newark
Nottinghamshire
NG24 4DH

Accountants

Tom Geraghty & Associates
Chartered Accountants and Business Advisors
38 North Gate
Newark-on-Trent
Nottinghamshire
NG24 1EZ

Active4Today Limited
Company No. 09477018
Directors' Report For the Period 1 June 2015 to 31 March 2016

The directors present their report and the financial statements for the period ended 31 March 2016.

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Principal Activity

The principle activities of the company are to:

- provide leisure, sports, and cultural facilities and services;
- liaise and co-operate with all interested groups within the community to develop and deliver this service;
- promote and enter into partnerships or arrangements of all kinds to improve or extend the facilities and services offered;
- explore all avenues of funding and finance for such services;
- improve health and well-being through a range of outcomes, including reduced obesity, reduced anti-social behaviour and narrowing the health inequality gap; and
- increase jobs, strengthening the local economy, and enable children, young people and adults to learn and be ready for work.

Directors

The directors who held office during the period were as follows:

Mr Roger Blaney

Mr Andrew Carolan

Mr Andrew Muter

Ms Abbie Truswell

Mr David Dickinson

RESIGNED

22/03/2016

Mr David Lloyd

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

By order of the board

.....

Date

Active4Today Limited
Accountant's Report
For the Period 1 June 2015 to 31 March 2016

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

In accordance with the engagement letter, and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company from the accounting records and information and explanations you have given to us.

This report is made to the Company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the Company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants for England and Wales (ICAEW) and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of financial statements.

You have acknowledged on the balance sheet as at year ended 31 March 2016 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

.....

Date
Tom Geraghty & Associates
Chartered Accountants and Business Advisors
38 North Gate
Newark-on-Trent
Nottinghamshire
NG24 1EZ

Active4Today Limited
Income and Expenditure Account
For the Period 1 June 2015 to 31 March 2016

	Notes	Period to 31 March 2016 £
TURNOVER		1,781,998
Administrative expenses		(1,960,136)
Other operating income		608,246
		<hr/>
OPERATING SURPLUS	2	430,108
Income from other current asset investments		1,997
		<hr/>
SURPLUS ON ORDINARY ACTIVITIES BEFORE INTEREST		432,105
		<hr/>
Irrecoverable VAT		(72,629)
		<hr/>
SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION		359,476
Tax on profit on ordinary activities	3	(399)
		<hr/>
SURPLUS FOR THE FINANCIAL PERIOD	6	359,077
		<hr/>
RESERVES	6	
Transfer to contingency reserve		119,692
Transfer to repair reserve		119,692
Transfer to development reserve		119,693
		<hr/>
SURPLUS AFTER TRANSFER TO RESERVES		0
		<hr/> <hr/>

Active4Today Limited
Balance Sheet
As at 31 March 2016

	Notes	Period to 31 March 2016	
		£	£
CURRENT ASSETS			
Stocks		1,367	
Debtors	4	724,380	
Cash at bank and in hand		7,069	
		732,816	
Creditors: Amounts Falling Due Within One Year	5	(373,739)	
		359,077	
NET CURRENT ASSETS			359,077
LONG TERM ASSET – Actuarial surplus on pension fund			426,000
			785,077
TOTAL ASSETS LESS CURRENT LIABILITIES			785,077
NET ASSETS			785,077
Income and Expenditure Account			359,077
Actuarial Surplus			426,000
			785,077
SHAREHOLDERS' FUNDS	6		785,077
RESERVES	6		
Contingency reserve			119,692
Repair reserve			119,692
Development reserve			119,693
			426,000
TOTAL RESERVES			785,077

For the period ending 31 March 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2015).

On behalf of the board

.....

Date

Active4Today Limited
Notes to the Unaudited Accounts
For the Period 1 June 2015 to 31 March 2016

1. Accounting Policies

1.1. Basis of Preparation of Financial Statements

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

1.2. Turnover

Turnover comprises the invoiced value of goods and services supplied by the company, net of Value Added.

1.3. Stocks and Work in Progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads. Work-in-progress is reflected in the accounts on a contract by contract basis by recording turnover and related costs as contract activity progresses.

1.4 Reserves

Reserves figures included in the balance sheet comprise of accumulated surpluses, and earmarked reserves for specific projects.

2. Operating Surplus

The operating surplus is stated after charging:

**Period to 31
March 2016**
£

3. Tax on Profit on Ordinary Activities

**Period to 31
March 2016**
£

UK Corporation Tax

399

Total Current Tax Charge

399

Active4Today Limited
Notes to the Unaudited Accounts (continued)
For the Period 1 June 2015 to 31 March 2016

4. Debtors

	Period to 31 March 2016
	£
Due within one year	
Other debtors	97,030
Due from NSDC	627,350
	724,380
	724,380

5. Creditors: Amounts Falling Due Within One Year

	Period to 31 March 2016
	£
Bank loans and overdrafts	74,864
Corporation tax	399
Other creditors	287,964
Accruals and deferred income	10,512
	373,739
	373,739

6. Reconciliation of Reserves

	Income & Expenditure Account
	£
Surplus for period	359,077
As at 31 March 2016	359,077
	359,077
	359,077

	Pension Actuarial Surplus
	£
Surplus for period	426,000
As at 31 March 2016	426,000
	426,000
	426,000

7. Ultimate Controlling Party

The company's ultimate controlling party is Newark and Sherwood District Council.

8. Related Party Disclosures

The company is limited by guarantee and the only shareholder is Newark and Sherwood District Council.

During the year a management fee of £439,806 was received by the company from Newark and Sherwood district Council. In addition a sum of £25,568 was received as a reimbursement for repairs and renewals expenditure.

As at 31st March 2016 the company had a deposit of £627,350 with Newark and Sherwood District Council. This deposit earned a total of £1,997 during the year. Additionally the company owed a total of £44,639 to Newark and Sherwood District Council at 31st March 2016. This liability is included in creditors.

9. Defined Benefit Pension Scheme

The company operates a defined benefit pension scheme through Nottinghamshire County Council. At 1 June 2015 all employees engaged by the company were transferred from Newark and Sherwood District Council to the company.

Barnett Wadingham have provided valuations of the fund and its liabilities at 1 June 2015 and 31 March 2016. These showed that the pension benefits were underfunded by £1,481,000 at 1 June 2015 and £1,055,000 at 31 March 2016.

The components of the surplus created during the year are as follows:

Cash contributions	101,000
Increase in pension liability	(263,000)
Actuarial gains	<u>588,000</u>
	<u>426,000</u>

Active4Today Limited
Detailed income and Expenditure Account
For the Period 1 June 2015 to 31 March 2016

	Period to 31 March 2016	
	£	£
TURNOVER		
Activo		1,090,826
Xperience		394,834
Wetside		119,893
Dryside		107,774
Other income		68,671
		1,781,998
Other Operating Income		
Management fee - Newark and Sherwood District Council	439,806	
Management fee - Southwell Leisure Centre	76,910	
Contribution from Nottinghamshire County Council - Joint Use Fee	64,269	
Reimbursement for repairs	25,568	
Vending Commission	9,147	
Equipment sales	(7,454)	
		608,246
Administrative Expenses		
Staff costs	1,141,617	
Contractual services	33,116	
Freelance instructors	111,389	
Travel and subsistence expenses	13,165	
NSDC support charges	157,465	
Light and heat	153,050	
Water rates	34,873	
Cleaning	7,219	
Hire of facilities	22,684	
Pool chemicals	5,329	
Clothing and uniform	7,637	
Repairs, renewals and maintenance	73,457	
Insurance	48,326	
Equipment and badges	37,405	
Printing, postage and stationery	19,956	
Parish councils and voluntary bodies	11,260	
Advertising and marketing costs	17,294	
Telecommunications	2,871	
Accountancy fees	29,820	
Professional fees	24,460	
Licences	2,822	

...CONTINUED

Active4Today Limited
Detailed Income and Expenditure Account (continued)
For the Period 1 June 2015 to 31 March 2016

Bank charges	3,162	
Sundry expenses	1,759	
	<hr/>	(1,960,136)
OPERATING SURPLUS		430,108
Interest from other current asset investments - unlisted	(1,997)	
	<hr/>	1,997
SURPLUS ON ORDINARY ACTIVITIES BEFORE INTEREST		432,105
Finance Costs		
Irrecoverable VAT	72,629	
	<hr/>	(72,629)
NET OPERATING SURPLUS		359,476

RECONSTITUTION OF WORKING PARTIES/TASK & FINISH GROUPS

1.0 Purpose of Report

1.1 To consider reconvening Working Parties/Task & Finish Groups established by the Leisure and Environment Committee.

2.0 Background Information

2.1 It is necessary to reconvene the Working Parties / Task and Finish Groups that are still operational.

2.2 Details of these bodies are attached as Appendix A to the report.

2.3 If the Committee determine that the Working Party/Task & Finish Group should be reconvened the membership of the Groups will require review.

3.0 RECOMMENDATION

That the Leisure and Environment Committee reconvene the Working Parties/Task & Finish Groups in accordance with Appendix A of the report.

Reason for Recommendations

To reconvene the appropriate Working Parties/Task & Finish Groups.

Background Papers

Nil.

For further information please contact Nigel Hill on Ext. 5243.

K.H. Cole
Deputy Chief Executive

WORKING PARTIES AND TASK & FINISH GROUPS

APPENDIX

Working Party/Task & Finish Group	Date First Established	Date of Last Meeting/ (Next Scheduled Meeting)	Current Membership	Remit
Leisure & Environment BWP <i>Nicky Lovely</i>	18 June 2013 (Leisure & Environment Committee) 17 June 2014 (Leisure & Environment reconvened) 14 July 2015 (Leisure & Environment reconvened)	26 January 2016 <i>(To be arranged)</i>	<ul style="list-style-type: none"> • Chairman & Vice-Chairman of Leisure & Environment Committee. • Councillor A.C. Roberts • Councillor Mrs G. Dawn • Councillor D. Staples 	<ul style="list-style-type: none"> • To enable Members to review the budgets.

ENVIRONMENTAL HEALTH BUSINESS UNIT - REVIEW OF PEST CONTROL AND DOG WARDEN SERVICE

1.0 Purpose of the Report

- 1.1 To update members on further work undertaken review the Animal Welfare and Control services provided within the Business Unit.

2.0 Background

- 2.1 At the meeting of the April Leisure and Environment Committee Members considered a report setting out various options for the future of both the Pest Control service and the Dog Warden service. Following lengthy discussion it was agreed that some additional information should be provided in a further report.
- 2.2 A copy of the report considered by the April Meeting is attached as Appendix One to provide the background to this further report. Set out below are the recommendations from that meeting:

(i) Look at formulating a system to provide a discount to members of the public on means-tested benefits, who may require a pest control service, through a private pest control provider, if the Committee were minded to abolish the Council's Pest Control Service;

(ii) Officers look at the opportunity of a Public Sector Partnership for the Pest Control Service with Rushcliffe Borough Council and whether there would be any savings with a joint arrangement; and

(iii) The report also identify whether a Joint Procurement for the dog warden service could also be secured.

3.0 Pest Control Service Discount Scheme

- 3.1 The current pest control service operates on the principle of charging for all the services that is delivers. The charging for pest control was introduced in Newark and Sherwood around 13 years ago.
- 3.2 The current prices are shown below. It is policy to provide a discounted service to all users of the service who are in receipt of certain specified benefits, these being the benefits that are dependent on the means of the individual.
- 3.3 An analysis of the pest control treatments which were undertaken in 2015/17 identified that less than 15% of all treatments receive the discounted price.

Pest Control Domestic	2016-2017
Survey of domestic premises	£30 including VAT reduced to £15 plus VAT for means tested benefits. This cost is deducted from any subsequent treatment.
Mice or rats (in house or garden), fleas, bedbugs at domestic premises.	£60 including VAT reduced to £30 including VAT for those on means tested benefits.
Wasps at domestic premises	£60 inc VAT (reduction to £30 for means tested benefit) £10 inc VAT for each additional nest if treated at one visit.
Cluster flies at domestic premises	£80 inc VAT
Pest Control Commercial	2016-2017
Survey of commercial/business premises	£42
Insect treatment - commercial/business premises	£62 per hour + materials + VAT
Rodent treatment - commercial/business premises	£62 per hour + materials + VAT
Wasp treatment - commercial/business premises	£97 +VAT and £21 + VAT for each additional nest if treated at one visit

3.4 The Committee's recommendation in relation to providing a discount was:

(i) Look at formulating a system to provide a discount to members of the public on means-tested benefits, who may require a pest control service, through a private pest control provider, if the Committee were minded to abolish the Council's Pest Control Service;

3.5 Research has been undertaken across the county and with other neighbouring authorities; there is one local authority that operates a scheme which provides a discount to users of private pest control companies. The scheme only applies to rats and mice, and requires the householder to send in an original receipt from the company that has carried out the work and so long as the council are satisfied that the work was appropriate. Any request for the cash-back scheme has to be made within 28 days of the date of the invoice. It is also only available for individuals in receipt of certain benefits.

3.6 The cash-back scheme funds refunds of up a maximum of £50.

3.7 Discussions with colleagues who are involved in the scheme have not been able to provide an annual cost for the administration of the scheme, which they describe as bureaucratic and time-consuming, and are considering reviewing the option of retaining the cash-back scheme.

3.8 Discussion with the Business Units for Customer Services and Corporate Administration have taken place, and both are of the opinion that offering a refund or cash-back scheme will always require elements of document checking, auditing and making payments and therefore will make demands on staff time. It should also be remembered that as the

council moves away from making payments by cheque, additional bank details will be required by any applicants to the scheme, and additional data protection and document controls will need to be introduced.

- 3.9 In 2015/16 the council carried out 223 treatments for rodents and 253 treatments for wasps. If a cash-back scheme was to be introduced, consideration would need to be given as to the amount of any cash-back, whether it would be applicable to all pests or limited to certain pests, and how often a cash-back could be reclaimed.
- 3.10 Based on last year's figures of treatments and a 10% take up of the cashback (approximately the % on benefits who have a treatment), around 50 applications would be processed costing £1,500, based on a £30 cash-back. However, it should be noted that there would be considerable staff resources in administering such a scheme.

4.0 Partnership with Rushcliffe

- 4.1 Rushcliffe BC, which is part of the Gedling, Newark & Sherwood and Rushcliffe (GNSR) collaboration agreement, has a wholly council-owned operating company known as 'Streetwise'. It is currently considering whether its pest control service should be put into this company. There may be an opportunity to work with Rushcliffe to incorporate the Newark and Sherwood pest control and dog warden service into the same company.
- 4.2 Since the committee meeting in April, approaches have been made to Rushcliffe to look in more detail as to whether this would be a viable option. Discussions are currently taking place with Rushcliffe with regard to the provision of grounds maintenance services, and as to what business model would best fit both authorities if this was to move forward. There is still some way to go before agreeing a model for these services, and there would be an additional time element to add for the inclusion of any pest control services in any future joint provision.
- 4.3 In view of the above there appears to be no immediate opportunity to use the 'Streetwise' company to provide a joint pest control service between Rushcliffe and Newark and Sherwood.

5.0 Joint Procurement of Dog Warden Services

- 5.1 The Committee recommendation was:

(iii) The report also identify whether a Joint Procurement for the dog warden service could also be secured.

- 5.2 Approaches have been made to all the Nottinghamshire authorities to ascertain the level of interest in any joint procurement of dog warden services. Many are either not looking to outsource, or have already done so but are not a position to re-tender their services. The exception to this is Bassetlaw DC which has been proactive in its approach to this council, and is in a position to re-tender its service, which has been outsourced for a number of years. It sees advantages in having a single contractor delivering services across two districts, both potentially financially, and operationally.

5.3 Informal discussions have taken place with regard to drawing up a specification for the provision of dog warden services on both an individual and joint basis. This would allow potential contract providers to bid for a single local authority service or for joint provision across both authorities.

5.4 Bassetlaw DC has stated its agreement to such a procurement exercise, dependent on an early decision from this council, as it is currently ready to release its tender documents.

6.0 Items for Consideration

6.1 This report sets out further information for members based on the discussions from the consideration of the previous report in April, where the various options for the future of the pest control and dog warden service were set out.

6.2 With the new information now provided Members are asked to consider which options for future service delivery they would wish to pursue.

7.0 Financial Comments

7.1 Ceasing the discretionary pest control service will achieve small annual revenue savings, although as other services transfer or cease there will be the potential to reduce the cost of central services and achieve further savings across the Council's revenue budget as a whole.

7.2 It will be necessary to continue to provide the statutory dog warden service, but until the alternative delivery methods are appraised the financial cost cannot be quantified.

7.3 If members decide to offer a 'cash-back scheme' for some residents this will reduce any savings that may be gained by ceasing or reducing the service provision.

8.0 Equalities Implications

8.1 The Council does currently offer a reduced rate for pest control treatments for customers in receipt of specified benefits. The report outlines an option for providing a mechanism for retaining an element of assistance.

9.0 RECOMMENDATIONS that:

- (a) Members consider the additional information provided on the specific elements requested from the last meeting;**
- (b) Members consider whether the discretionary pest control element of the service should continue to be provided, and if not, should a cash-back scheme be supported;**
- (c) Members consider the options available for the future provision of the service and identify a preferred future model of providing the service; and**
- (d) a further report be brought to the committee once the preferred option has been explored in detail.**

Reason for Recommendation

To ensure that the provision of the pest control and dog warden services continue to meet the needs of the Council.

Background Papers

Nil

For further information please contact Alan Batty 655467

Karen White

Director - Safety

PERFORMANCE MANAGEMENT UPDATE - YEAR END UPDATE 2015/16

1.0 Purpose of Report

1.1 This report will provide Members with a selection of performance information falling under the remit of the Leisure and Environment Committee.

2.0 Background

2.1 The Council's performance management framework is administered using Covalent, the performance management system. Each business unit has a selection of performance indicators which are used to inform its management.

2.2 Where performance indicators are measured against a target, their status is reflected by a colour as follows:

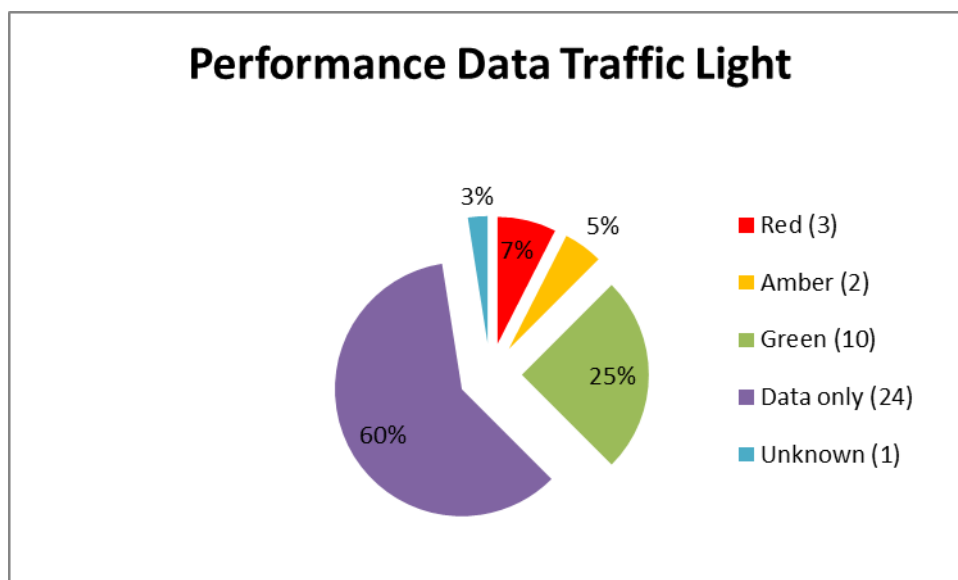
	Green status - P.I.'s performing at or above target
	Amber status - P.I.'s performing at minimum level of service delivery
	Red status - P.I.'s performing below minimum level of service delivery

2.3 Targets for all key performance indicators are agreed with Business Managers and their Directors at the start of each financial year.

2.4 Data only performance indicators are not measured against a target.

3.0 Performance Information

3.1 A selection of detailed Business Unit performance data is attached at **Appendix A** for information. An overview of their mid-year performance is reflected in the pie chart below.



4.0 Equalities Implications

4.1 There are no direct equalities implications of the report itself as the report is for information only. However, there may be some implications relating to the individual performance indicators included in the report appendix.

5.0 Impact on Budget/Policy Framework

5.1 There are no direct budget/policy framework implications of the report itself as the report is for information only. However, the Committee could take any of the financial performance into account when considering its budget.

6.0 RECOMMENDATION

That the contents of the report be noted.

Reason for Recommendation

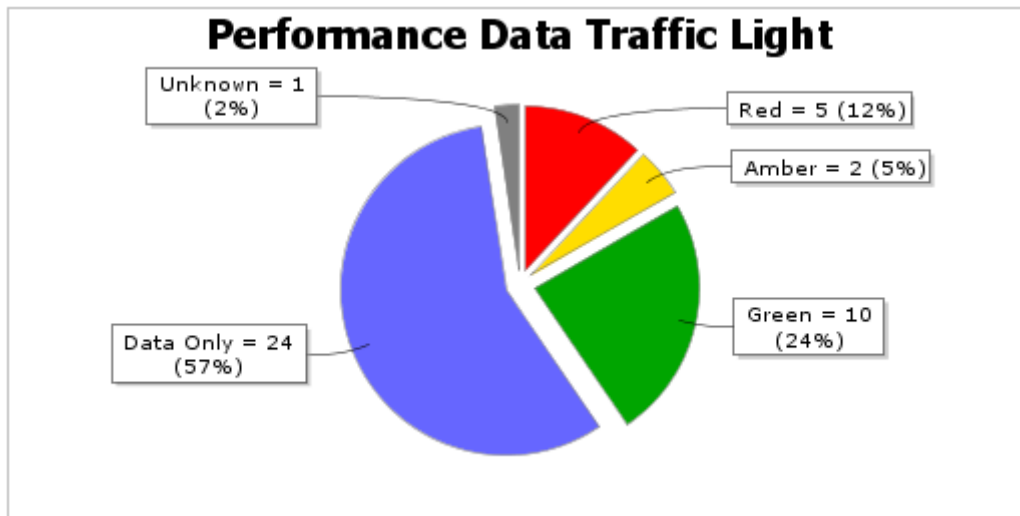
This report is to keep Members informed of the latest performance information relating to the Leisure and Environment Committee so there are no recommendations requiring action

Background Papers

Nil.

For further information please contact Ged Greaves on Ext 5231.

Kirsty Cole
Deputy Chief Executive



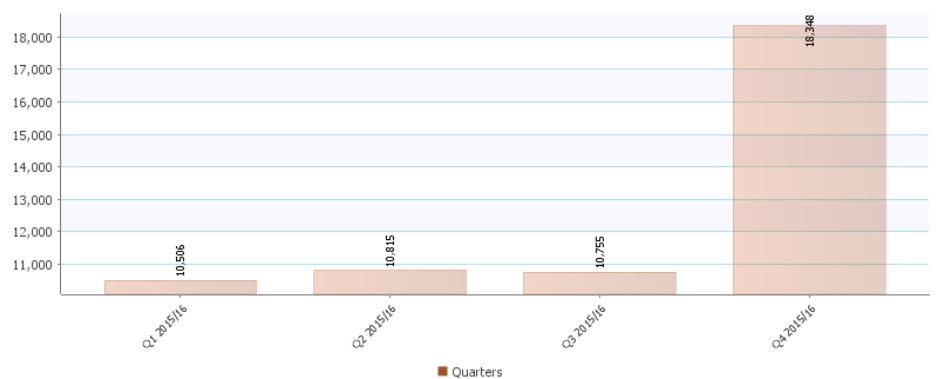
Active4Today Measures

Performance Team Comment – it is worth noting that Active4Today have adopted a different collection method from March 16, therefore all historical data will need to be refreshed.

No. of Active Card holders - resident in the District - TOTAL

Rolling / Snapshot
Outturn

Latest result for 2015/16 as of Q4 2015/16
18,348

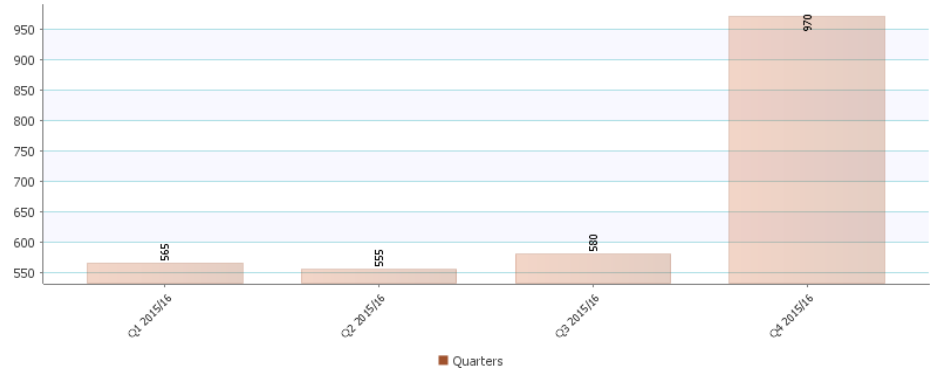


Commentary:	<p>Director of Communities Comment: This has seen a positive increase over the year and A4T and SLCT staff are working hard to encourage more customers to get an Active Card. There are plans in place to develop a more inclusive pricing structure, so customers holding an Active Card will receive added benefits. Quarter 4 is showing an increase due to a new year campaign. There were a number of people that signed up for an Active Card using an online process in this period however this did not transpire into using the facilities.</p>
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No. of Active Card holders - non resident in the District - TOTAL

Rolling / Snapshot
Outturn

Latest result for 2015/16 as of Q4 2015/16
970

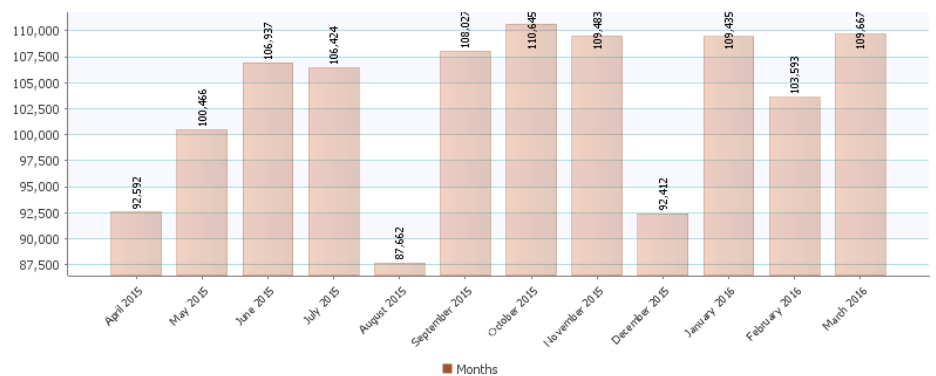


Commentary: Director of Communities Comment: A4T and SLCT staff are working hard to encourage more customers to get an Active Card, whether they live within the district or not. There are plans in place to develop a more inclusive pricing structure, so customers holding an Active Card will receive added benefits.

No. of User Visits - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016
1,237,343



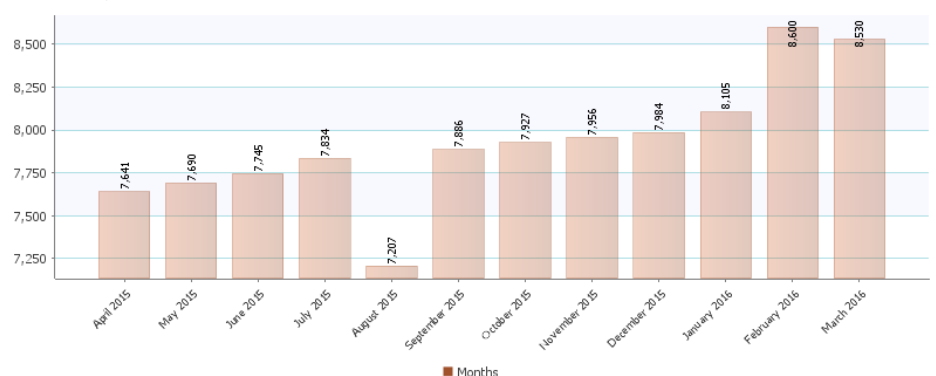
Commentary: Director of Communities Comment: The graph demonstrates the seasonality of the business. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and new fitness equipment at Blidworth, Dukeries and Southwell.

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of Leisure Centre user visits (Card Holders) - Male - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016
95,105



Commentary: Director of Communities Comment: The graph demonstrates the seasonality of the business and follows the trends of other indicators. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and new fitness equipment at Blidworth, Dukeries and Southwell.

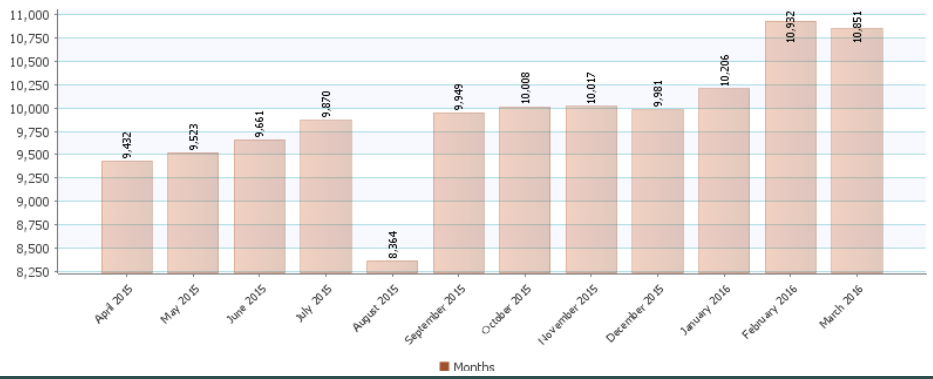
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of Leisure Centre user visits (Card Holders) - Female - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016

118,794



Commentary:

Director of Communities Comment: The graph demonstrates the seasonality of the business and follows the trends of other indicators. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and new fitness equipment at Blidworth, Dukeries and Southwell.

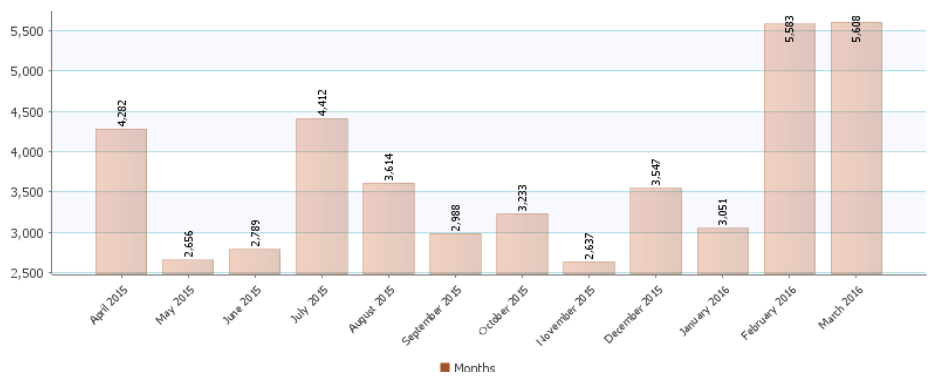
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of Leisure Centre user visits - Children (under 16) - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016

44,400



Commentary:

Director of Communities Comment: The graph demonstrates the peaks throughout the year that correlate with school holidays. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and continued development of the junior programmes.

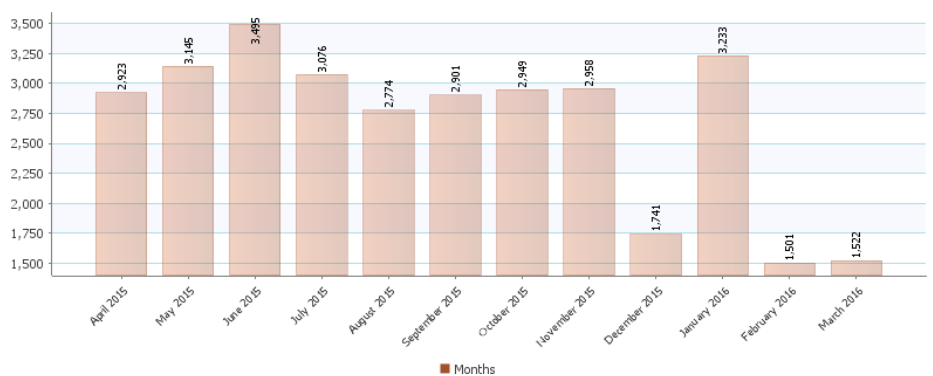
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of Leisure Centre user visits - 16-18 years old - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016

32,218



Commentary:

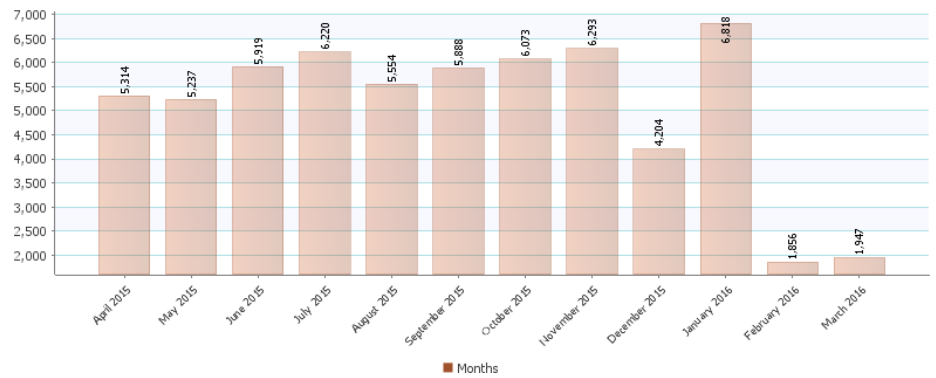
Director of Communities Comment: The figures for February and March show a decline in usage for this age group and the impending move to the new site had an impact on this. This matches the profile of adult membership rates also. (The 16-18 age group are classed as adults on the membership base reports). We will be expecting to see an increase in visits during 16/17 following the opening of the new site and continued development of the student programme.

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of Leisure Centre user visits - Aged Over 65 - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016
61,323



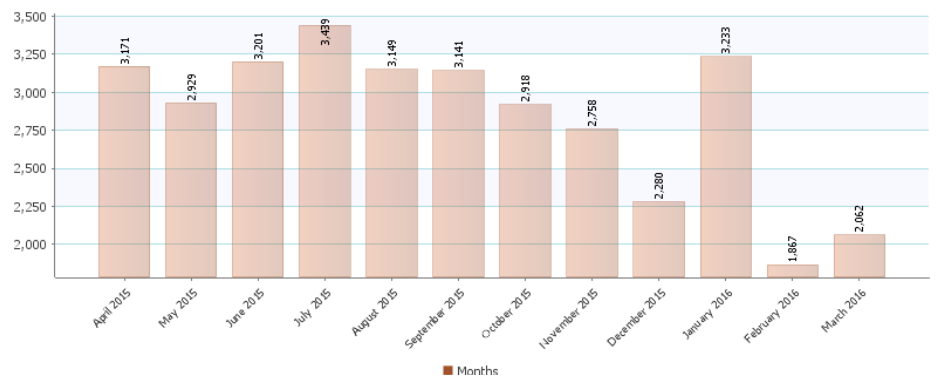
Commentary: Director of Communities Comment: The figures for February and March show a decline in usage for this age group and the impending move to the new site had an impact on this. This matches the profile of adult membership rates also. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and the increase in opportunities for over 65's.

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of Leisure Centre user visits - Deprived areas - Total users

Actual for Period

Cumulative result for 2015/16 as of March 2016
34,148



Commentary: Director of Communities Comment: The figures for February and March show a decline in usage for this age group and the impending move to the new site had an impact on this. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and the close proximity of the centre to the Hawtonville area. The developments at Blidworth and Dukeries will hope to engage more people from the deprived areas as well as the development of a more inclusive pricing structure.

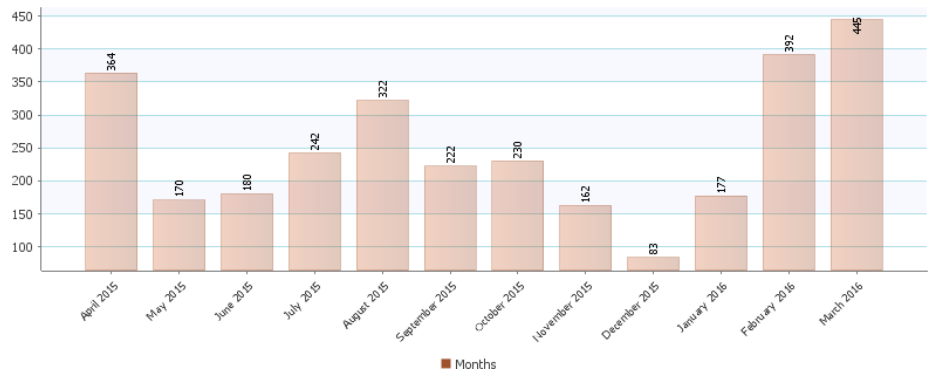
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of Leisure Centre user visits - Deprived areas - aged under 16yrs

Actual for Period

Cumulative result for 2015/16 as of March 2016

2,989



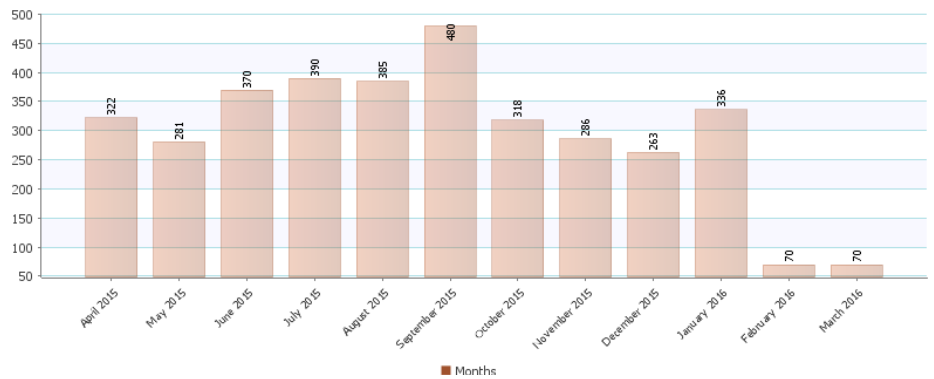
Commentary:	<p>Director of Communities Comment: We will be expecting to see an increase in visits during 16/17 following the opening of the new site and the close proximity of the centre to the Hawtonville area. The junior membership base report reflects this increase in usage of this age group. The developments at Blidworth and Dukeries will hope to engage more people from the deprived areas as well as the development of a more inclusive pricing structure.</p> <p>The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.</p>
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No. of Leisure Centre user visits - Deprived areas - Aged Over 65

Actual for Period

Cumulative result for 2015/16 as of March 2016

3,571



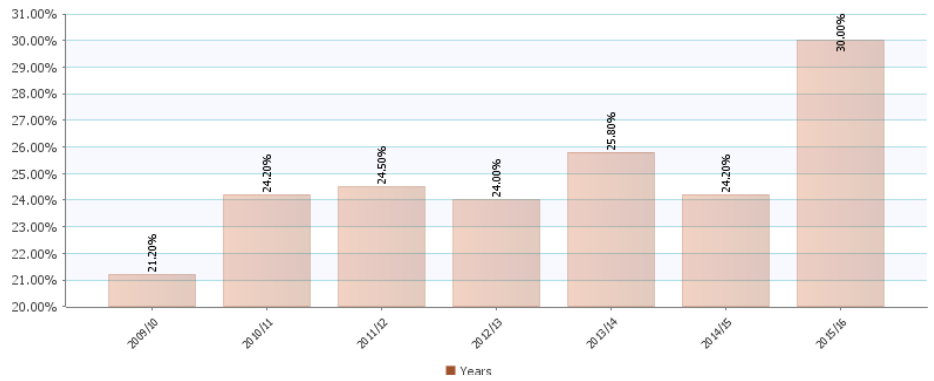
Commentary:	<p>Director of Communities Comment: The figures for February and March show a decline in usage for this age group and the impending move to the new site had an impact on this. We will be expecting to see an increase in visits during 16/17 following the opening of the new site and the close proximity of the centre to the Hawtonville area. The developments at Blidworth and Dukeries will hope to engage more people from deprived areas as well as the development of a more inclusive pricing structure and increase in opportunities for over 65's.</p> <p>The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.</p>
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% of Adult participation in sport and active recreation (OLD N18)

Actual for Period

2015/16 result

30.00%



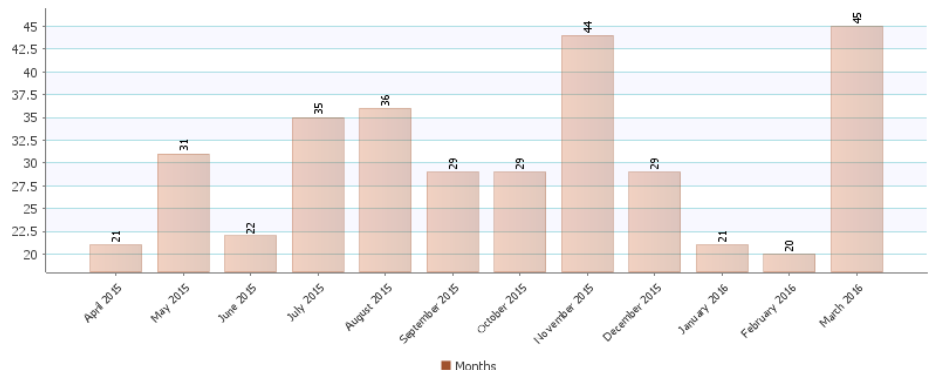
Commentary: Director of Communities Comment: This national survey demonstrates the participation in sport and physical activity of 3 x 30 mins per week moderate intensity in N&S. The national picture of sports participation is reflected locally with an increase in activities where there is flexible access and little time commitment i.e. Parkrun, gym memberships. Whereas traditional club membership has reduced, participation on the whole is increasing. In terms of 'league tables', this puts N&S in 2nd place in Nottinghamshire behind Rushcliffe.

No. of individuals referred to Active4Today from a health professional - Total

Actual for Period

Cumulative result for 2015/16 as of March 2016

362



Commentary: Director of Communities Comment: The referral rate is consistent with what we'd expect from health professionals and demonstrates their confidence in the scheme to improve people's health through exercise rather than medication. This will be developing further through the increased of monitoring progress through our new software on fitness equipment.

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

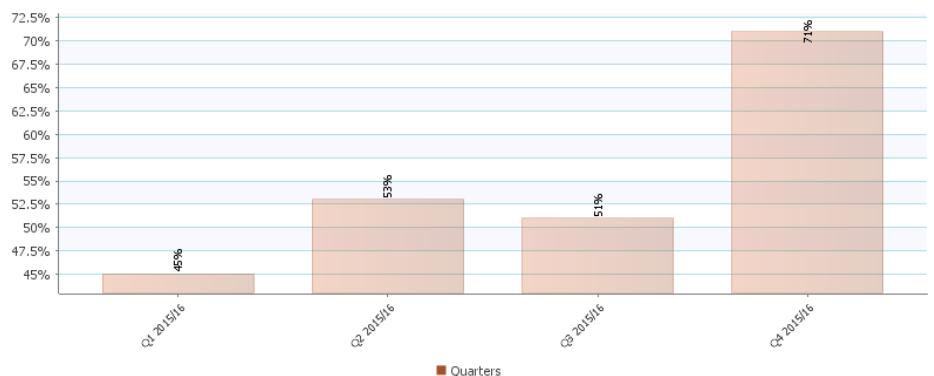
% of individuals referred to Active4Today from a health professional - Attended Session -

Rolling / Snapshot Outturn

TOTAL

Latest result for 2015/16 as of Q4 2015/16

71%

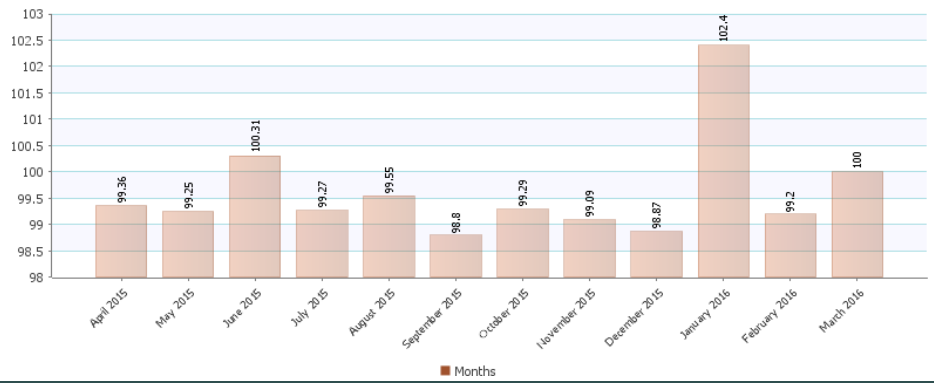


Commentary: Director of Communities Comment: We would like to see the take up of the scheme increase however it appears that although the costs are heavily subsidised to engage people, it is often the prohibitive factor. The development of the inclusive pricing structure may address this.

% Membership Retention Rate - Adult - TOTAL

Rolling / Snapshot
Outturn

Latest result for 2015/16 as of March 2016
100

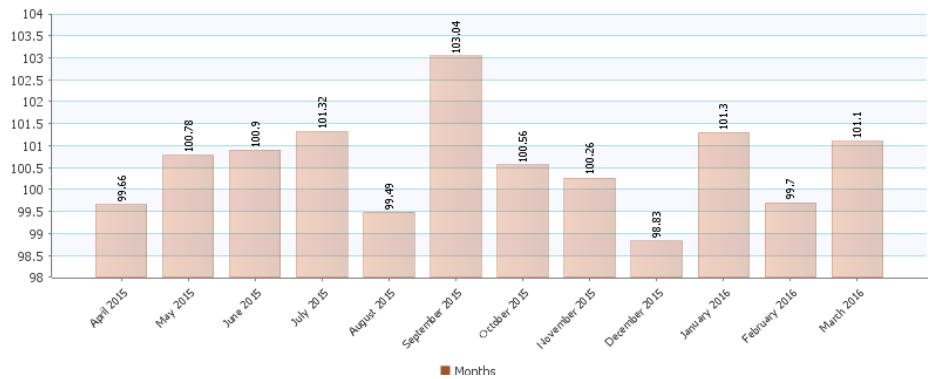


Commentary: Director of Communities Comment: The graph demonstrates the month to month retention of membership reflecting the ups/downs of the membership base. Figures above 100% represent the retention of the previous months membership figure and additional sales. The January peak is expected due to the 'new year aspirations' around fitness and health.

% Membership Retention Rate - Child - TOTAL

Rolling / Snapshot
Outturn

Latest result for 2015/16 as of March 2016
101.1

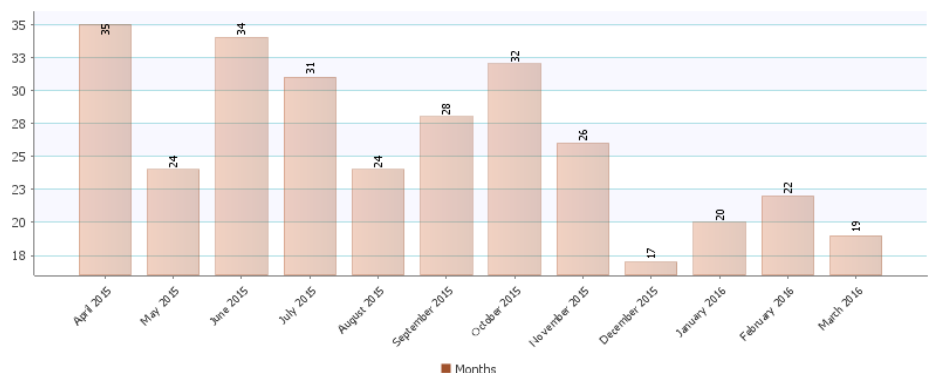


Commentary: Director of Communities Comment: The graph demonstrates the month to month retention of membership reflecting the ups/downs of the membership base. This is a very positive position demonstrating the retention of the previous months membership figure and additional sales. The September peak is expected due to the school term starting and renewed interest from adults for parents to join the scheme.

No. of Community Groups supported by Sports Development

Actual for Period

Cumulative result for 2015/16 as of March 2016
312



Commentary: Director of Communities Comment: The sports development team have experienced a period of change with staff leaving and moving into different roles. This has now been resolved and all positions filled. In addition, the team were tasked with a specific focus for developing the programme at the new site, specifically the inclusive activity officer around DDA and partnership working to increase daytime usage.

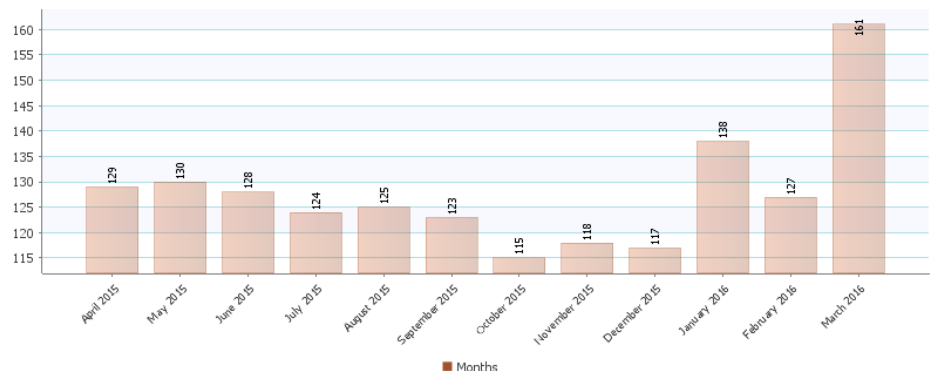
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of Leisure Centre Members claiming Benefits - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016

1,535



Commentary:

Director of Communities Comment: We will be expecting to see an increase in visits during 16/17 following the opening of the new site and the close proximity of the centre to the Hawtonville area. The developments at Blidworth and Dukeries will hope to engage more people from deprived areas as well as the development of a more inclusive pricing structure.

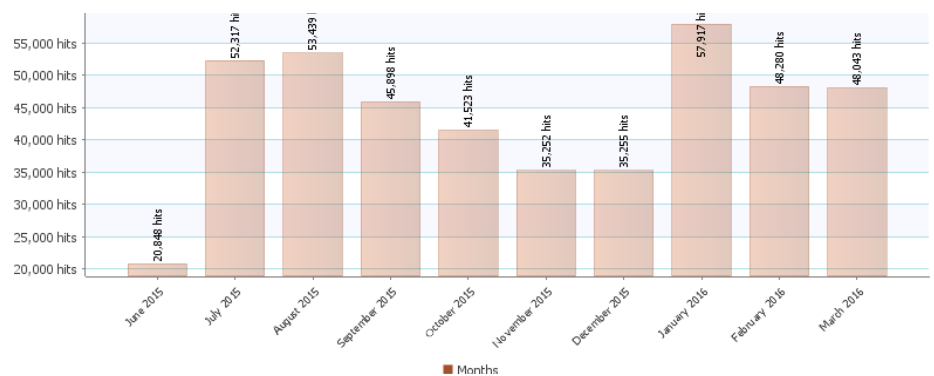
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of Website Hits - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016

438,772 hits



Commentary:

Director of Communities Comment: The launch of the company website in June, therefore the hits for June were anticipated. Since June, the website has developed further and a series of videos were posted to see the progress of the new site which generated a lot of interest. There are plans in place to further develop the content for Southwell Leisure Centre Trust, improve the design and layout of timetables and programmes to make it more user friendly and connect with our leisure bookings system.

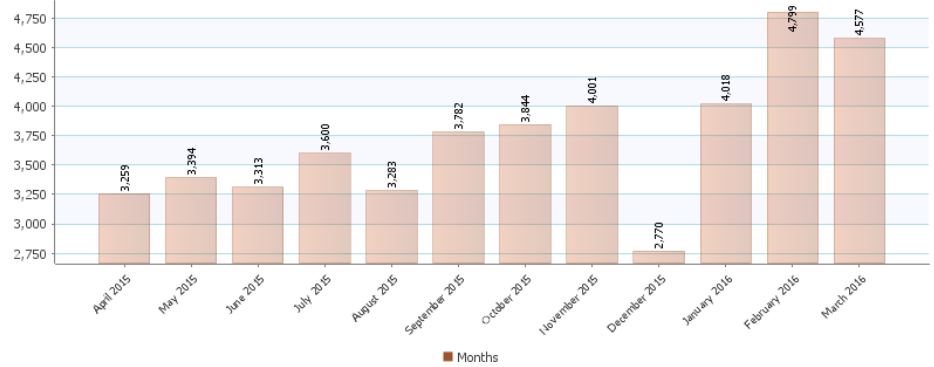
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of Web bookings - TOTAL

Cumulative result for 2015/16 as of March 2016

44,640

Actual for Period



Commentary:

Director of Communities Comment: This is a valuable asset to the business, enabling customers to access the booking system 24 hours a day, 7 days per week. This also alleviates the telephone system. There are plans in place to make the online booking process easier and increase the number of activities available for customers and connect with our leisure bookings system.

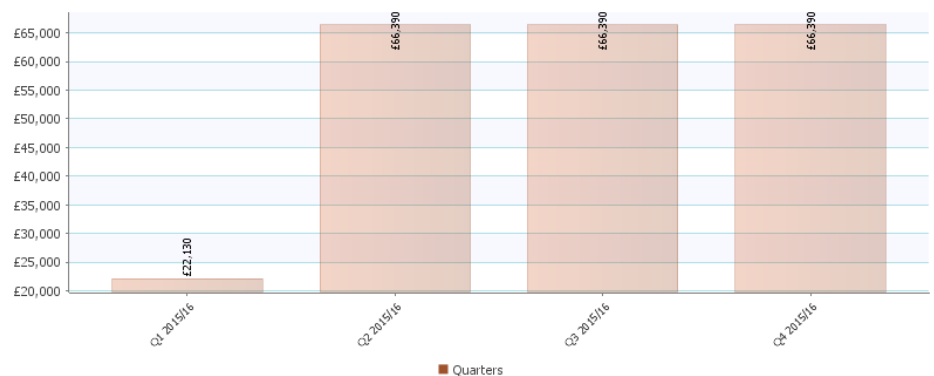
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

Value of Management Fee - Active4Today

Cumulative result for 2015/16 as of Q4 2015/16

£221,300

Actual for Period



Commentary:

Director of Communities Comment: Deemed no additional commentary necessary.

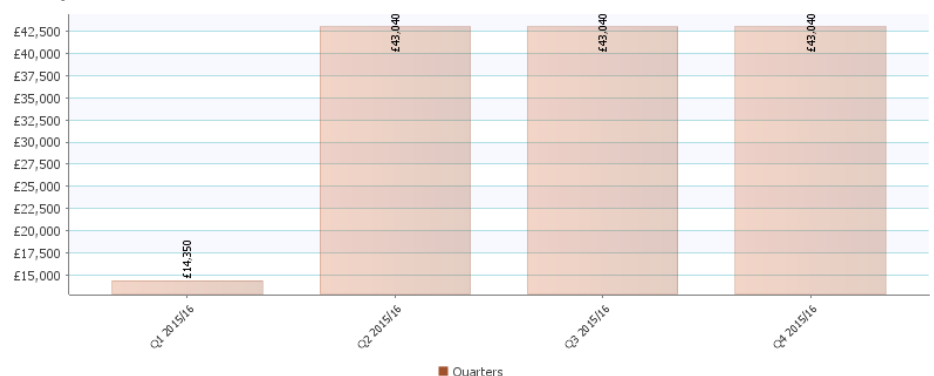
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

Value of Management Fee - Sports Development

Cumulative result for 2015/16 as of Q4 2015/16

£143,470

Actual for Period



Commentary:

Director of Communities Comment: Deemed no additional commentary necessary.

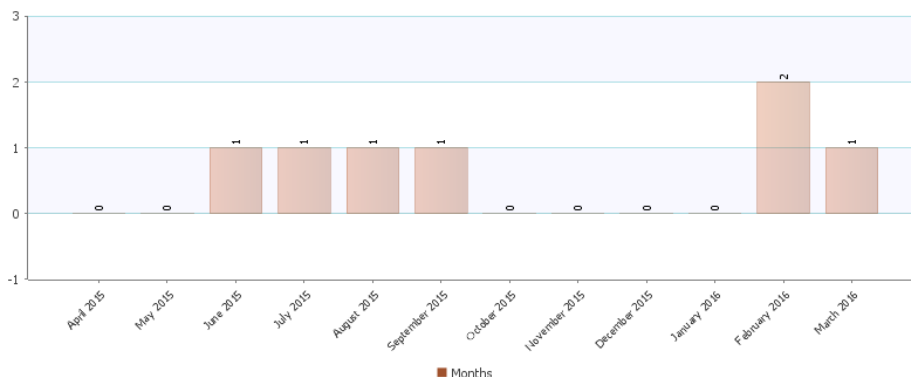
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of External Customer Complaints - Stage 1 - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016

7



Commentary:

Director of Communities Comment: These comments have been investigated and the customers were contacted by letter to confirm the outcome.

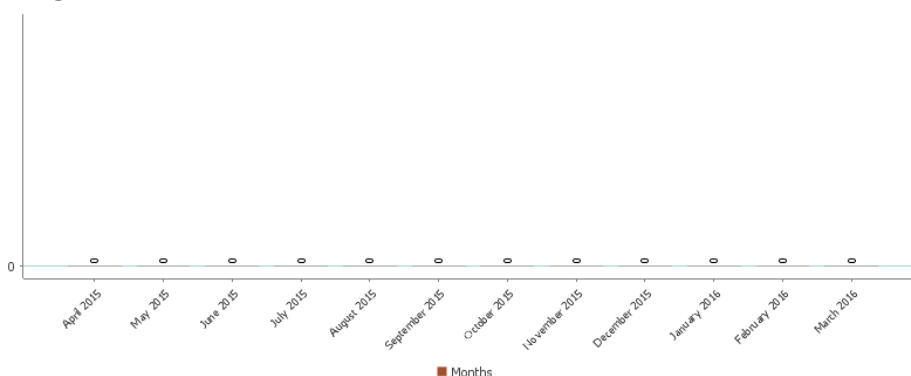
The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

No. of External Customer Complaints - Stage 2 - TOTAL

Actual for Period

Cumulative result for 2015/16 as of March 2016

0



Commentary:

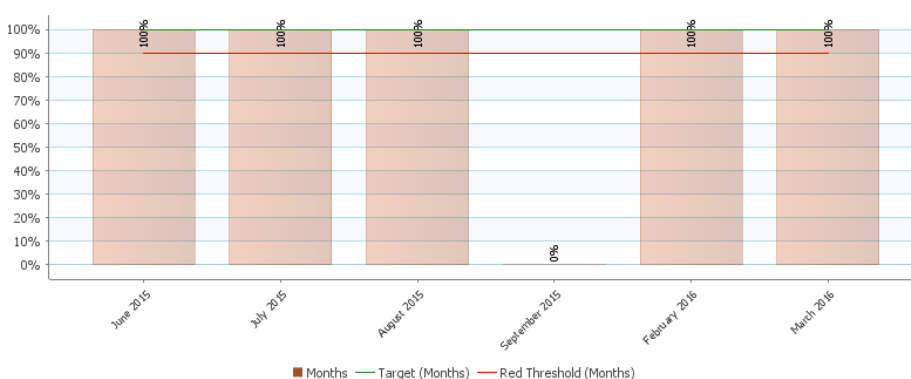
Director of Communities Comment: Deemed no additional commentary necessary.

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

Avg. % of External Customer Complaints processed within the deadline - Stage 1 - Active4Today & SLC Trust

Actual for Period

Average result for 2015/16 as of March 2016



Commentary:

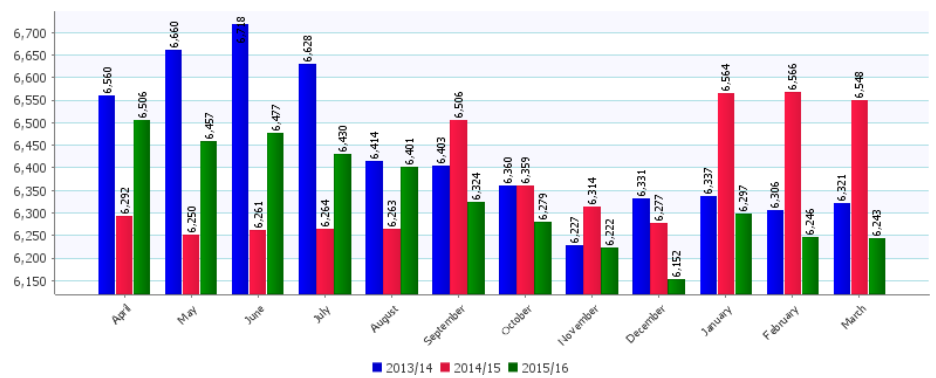
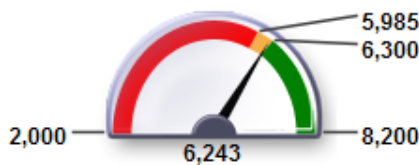
Director of Communities Comment: Deemed no additional commentary necessary.

The graph is showing the actual result for each month. The gauge is displaying the average result for the year to date.

Live Leisure Centre Membership base (adults) - Total

Rolling / Snapshot
Outturn

Latest result for 2015/16 as of March 2016

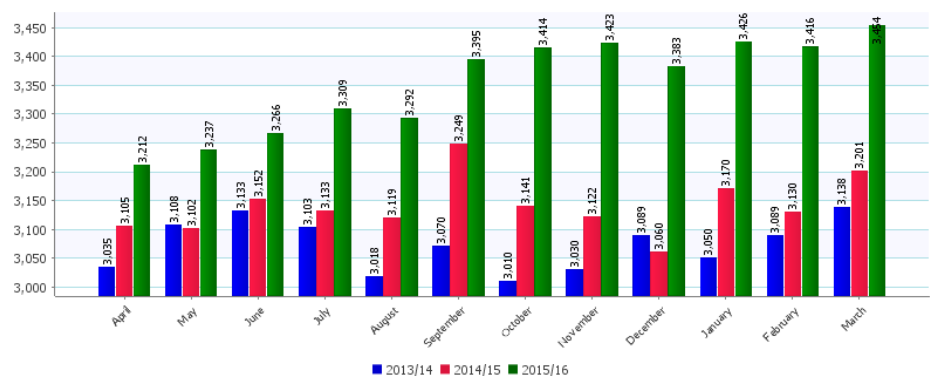


Commentary: Director of Communities Comment: The value at 31st March demonstrates a decline in membership base for adults from the previous year. There are several factors that may have influenced this including the other providers of gym memberships opening particularly in Mansfield and Newark. We aim to slow this trend during 2016/17 following the opening of the new site and the new equipment installation and refurbishment at Blidworth, Dukeries and Southwell.

Live Leisure Centre Membership base (children) - Total

Rolling / Snapshot
Outturn

Latest result for 2015/16 as of March 2016



Commentary: Director of Communities Comment: This has seen a positive increase on previous years, demonstrating the children’s membership scheme represents high quality activities which are value for money. There are very limited other providers across the district operating a varied scheme as A4T does.

% Customer Satisfaction - TOTAL

Rolling / Snapshot
Outturn

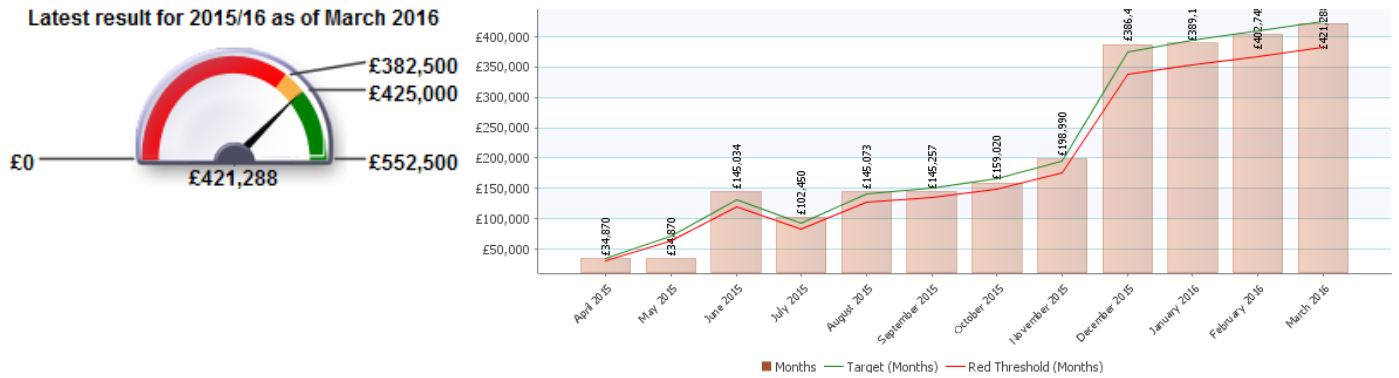
NO DATA AVAILABLE

Commentary: Director of Communities Comment: Deemed no additional commentary necessary.

Newark & Sherwood District Council – Business Unit Measures

Total box office income (direct promotions) - Palace Theatre

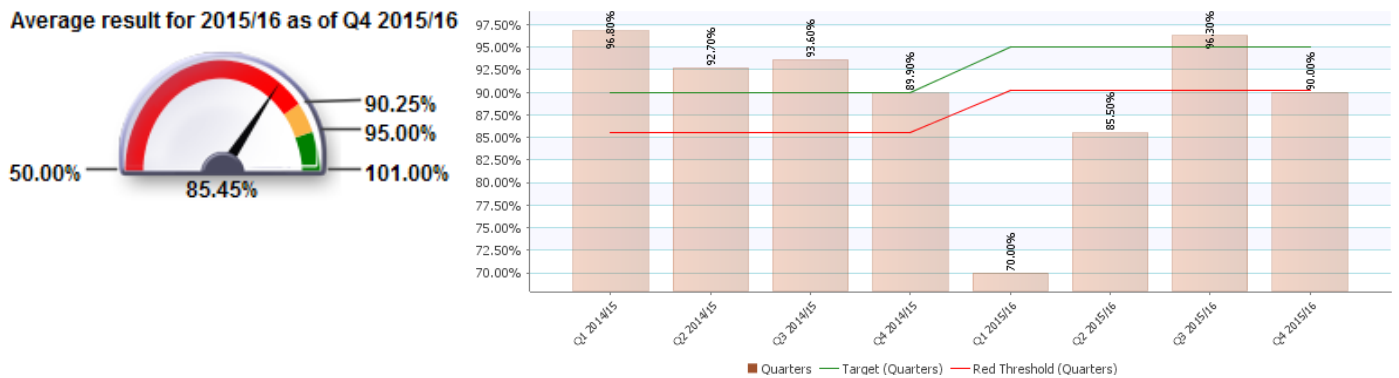
Rolling / Snapshot
Outturn



Commentary: Culture & Visitors Business Manager: A very successful year, especially considering the restricted programme and the delivery of the integration project with the National Civil War Centre.

Avg. % service requests responded to within target time (7 wkg days) Pest Control & Animal Welfare

Actual for Period

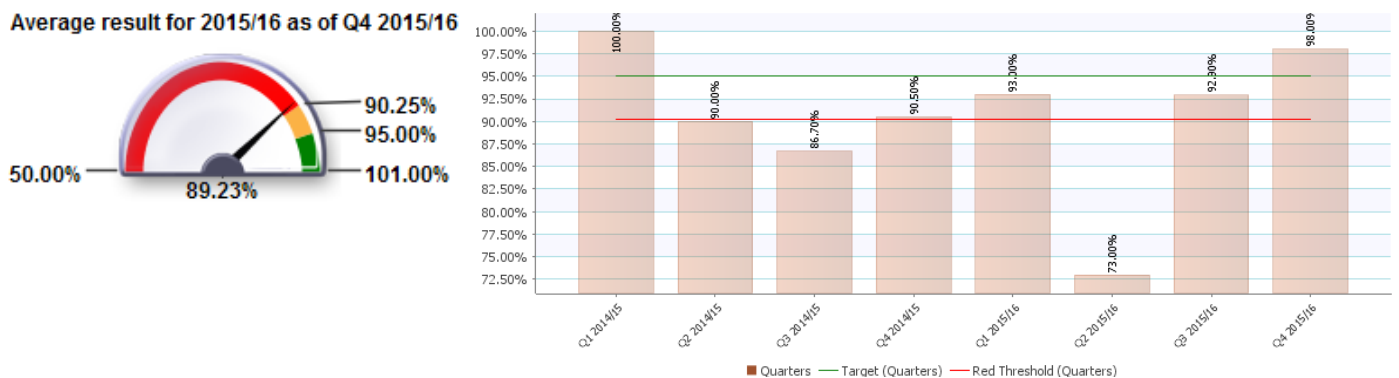


Commentary: Environmental Health Business Manager: The service is currently operating with reduced staff numbers awaiting the outcome of a service review. This is impacting on the ability to meet the response targets.

The graph is showing the actual result for each quarter. The gauge is displaying the average result for the year to date.

Avg. % service requests responded to within target time (5 wkg days) Proactive Env Health team

Actual for Period

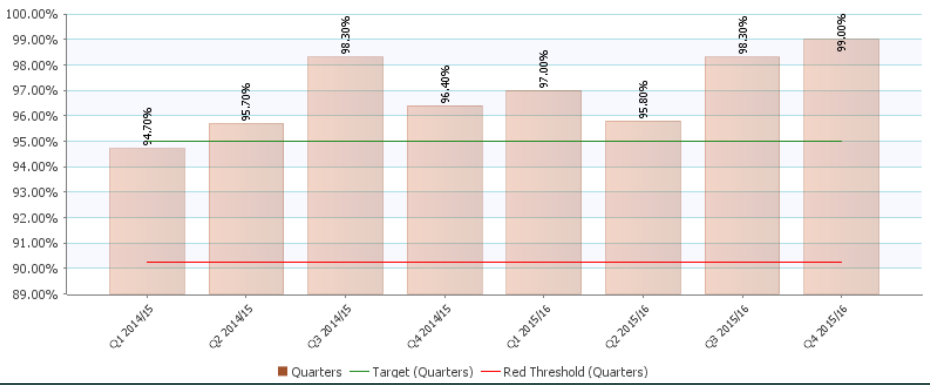
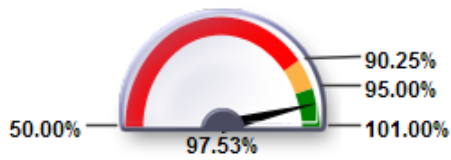


Commentary: Environmental Health Business Manager: New systems that have been put in place since quarter two have now improved the performance. It is anticipated that further improvements will be seen in 2016/17

The graph is showing the actual result for each quarter. The gauge is displaying the average result for the year to date.

Avg. % service requests responded to within target time (5 wkg days) Reactive Env Health team Actual for Period

Average result for 2015/16 as of Q4 2015/16



Commentary:

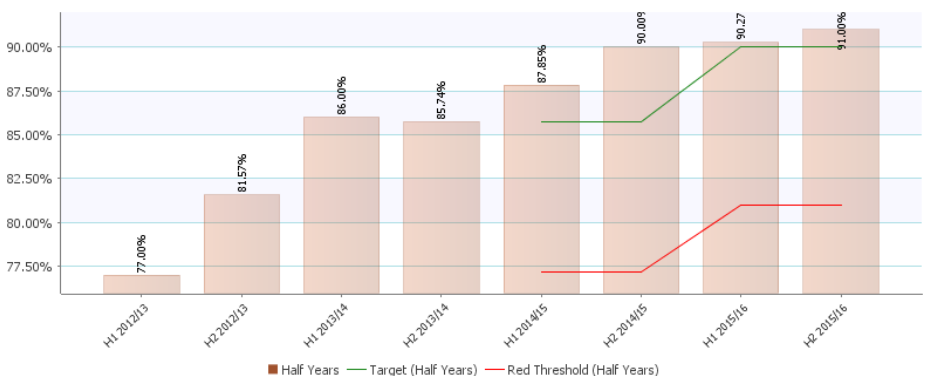
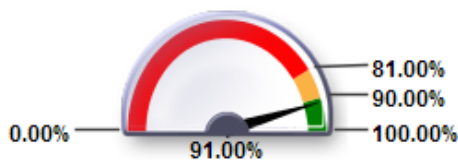
Environmental Health Business Manager: Performance target achieved and maintained.

The graph is showing the actual result for each quarter. The gauge is displaying the average result for the year to date.

% of food establishments achieving good or very good on the national food hygiene rating

Rolling / Snapshot Outturn

Latest result for 2015/16 as of H2 2015/16



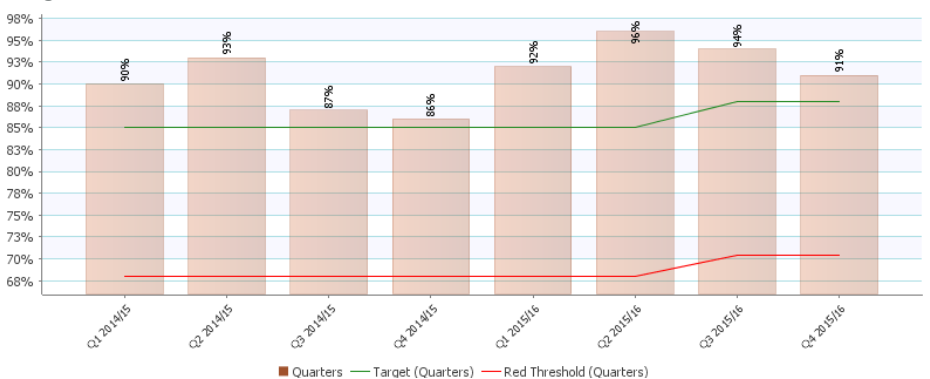
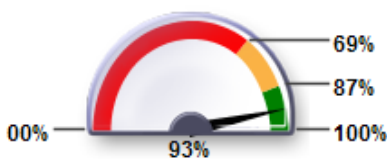
Commentary:

Environmental Health Business Manager: A strategy of concentrating on the poorest performing premises has resulted in a slight loss of performance at the top end but has increased confidence in those premises at the bottom end.

Avg % of key parks & open spaces meeting litter standards

Actual for Period

Average result for 2015/16 as of Q4 2015/16



Commentary:

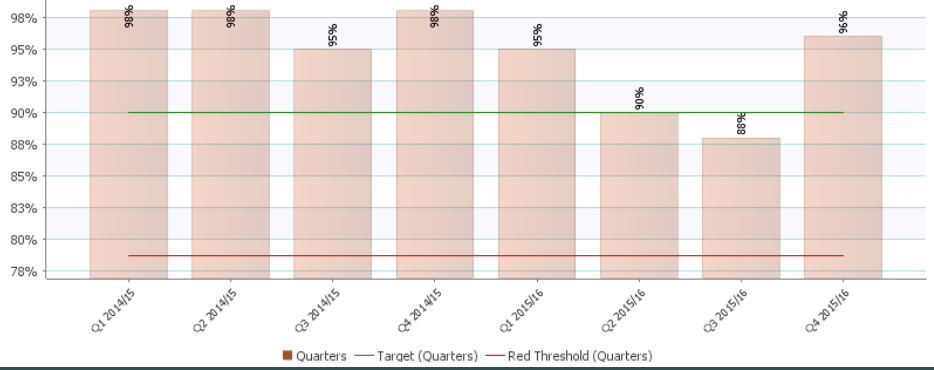
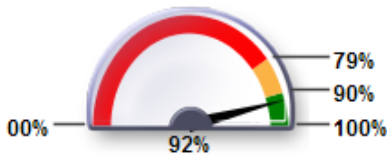
Parks & Amenities Business Manager: The target for 16/17 has been increased to 88%.

The graph is showing the actual result for each quarter. The gauge is displaying the average result for the year to date.

Avg % of customer satisfaction - Green Flag accredited Parks

Actual for Period

Average result for 2015/16 as of Q4 2015/16



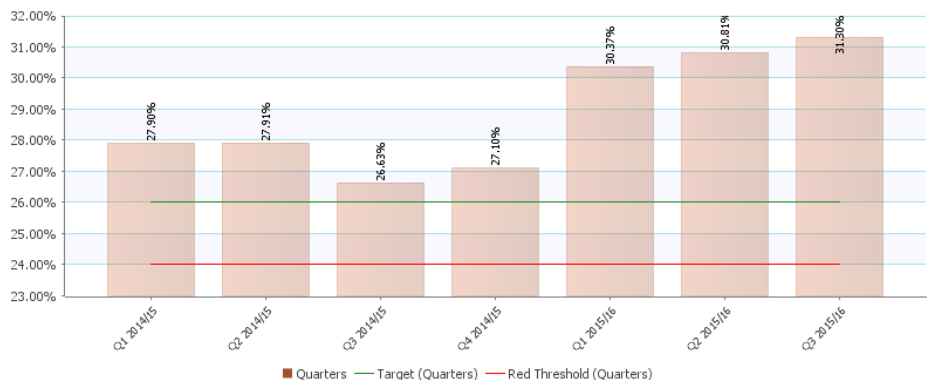
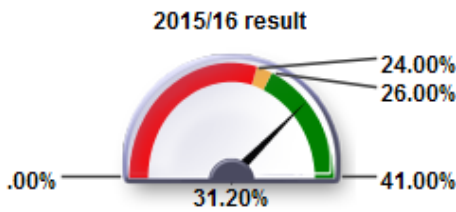
Commentary:

Parks & Amenities Business Manager: Apart from 1 quarter satisfaction has been at or above the target of 90%. Satisfaction levels are measured by visitor questionnaires, social media feedback and Trip Advisor ratings.

The graph is showing the actual result for each quarter. The gauge is displaying the average result for the year to date.

% of household waste sent for reuse, recycling and composting

Rolling / Snapshot Outturn



Commentary:

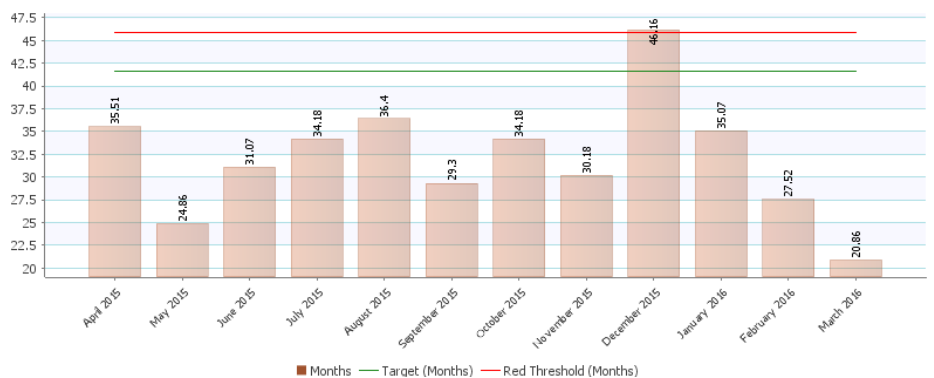
Business Manager Waste: Performance showing an improvement due to the district wider roll out of garden waste collections agreed by members.

The graph and gauge are showing the actual result for each period.

No. of missed domestic bins per 100,000 households

Actual for Period

Cumulative result for 2015/16 as of March 2016



Commentary:

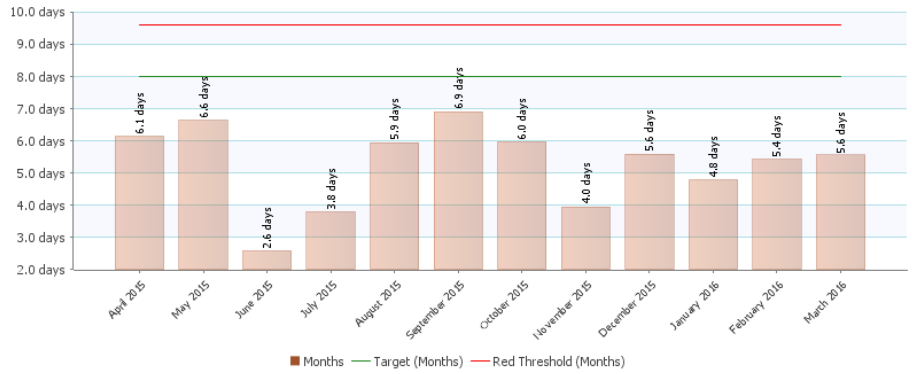
Business Manager Waste: Performance shows the usual spike in December due to the Christmas period.

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

Avg. no. of days taken to respond to street sweeping requests

Actual for Period

Average result for 2015/16 as of March 2016

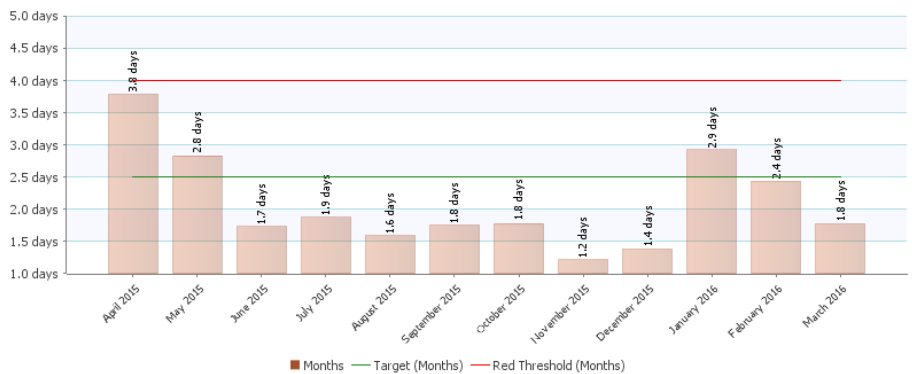


Commentary: Business Manager Waste: Deemed no additional comments necessary.
The graph is showing the actual result for each month. The gauge is displaying the average result for the year to date.

Avg. no. of days taken to respond to fly tipping reports

Actual for Period

Average result for 2015/16 as of March 2016

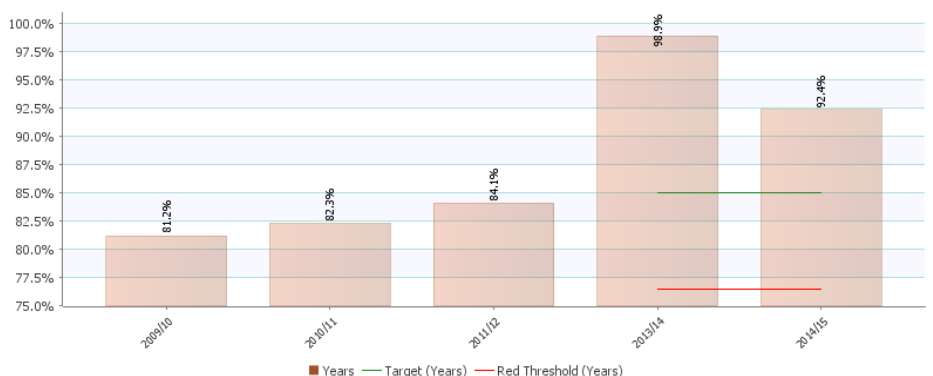
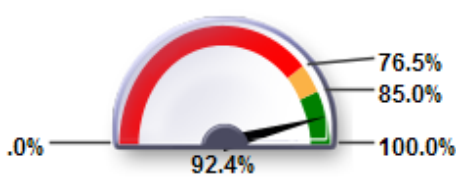


Commentary: Business Manager Waste: Although results are encouraging a depreciation in the value of scrap metal has increased the number of incidents dramatically, otherwise results would have been even better.
The graph is showing the actual result for each month. The gauge is displaying the average result for the year to date.

Avg % satisfaction with service delivery - Trade Waste

Actual for Period

2014/15 result



Commentary: Business Manager Waste: Awaiting 2015/16 results.

UPDATE ON THE EXPANDED GARDEN WASTE SCHEME

1.0 Purpose of Report

1.1 To inform the committee of the successful expansion the Garden Waste Collection Service.

2.0 Background

2.1 At its meeting on the 27th October 2015 the Leisure and Environment Committee approved a proposal to extend the Councils Garden Waste collection service so that the entire District would have the service made available to it.

2.2 Following approval by the Councils Policy and Finance Committee, a new refuse freighter was purchased and a crew appointed. The new extended service was widely advertised early in 2016 and bins delivered to new customers upon confirmation of payment for the service in the run up to the service going live on the 1st April this year.

3.0 Information

3.1 Service before April 1st 2016

3.1.1 Over the last 3 years Newark & Sherwood District Council have introduced a Garden waste Collection Service throughout much the District. This has been conducted within existing resources; working in partnership with Rushcliffe and Mansfield District Councils to provide a service to the south and west of the District whilst using efficiency savings to grow our own offering in Balderton, Fernwood and parts of Newark.

3.1.2 In 2015/6, within our borders, Mansfield serviced 4,000 customers, Rushcliffe 1,400 and Newark and Sherwood had 1,250. In total the three councils collected 2,358.74 tonnes of garden waste, with Newark and Sherwood collecting 324.18 tonnes. This tonnage has boosted our recycling rate to 31.7%. The introduction of the garden waste scheme is the main reason Newark and Sherwood are the only Nottinghamshire council to have increased their recycling rate in the last 5 years.

3.1.3 Since April 2015 Rushcliffe Borough Council have administered the Garden Waste Service provided by Newark & Sherwood for which they charge an administration fee of £6.84 per household. As a result the council receives an income of £23.16, from the £30 each garden waste customer is charged per bin.

3.2 Expansion from April 2016

3.2.1 To expand the service so that the remaining 27,000 households in the district could be offered the garden waste service an additional vehicle and crew were provided as detailed in paragraph 2.2 above

3.2.2 In addition to a new vehicle and crew, £13,336 was spent on promotional material sent out to all of the properties within the new area, along with an approximate £36,000 spend on new brown bins with Nottinghamshire County Council making a contribution of £30,000

towards the purchase of the bins as part of their partnership/incentivisation policy to assist the Council in the introduction of the proposed expansion of the garden waste scheme.

- 3.2.3 In the October report officers advised members that the proposals for the expanded scheme would target 20,000 properties and an assumption made that by the end of 2016/17 an estimated 12% of these households, representing 2,400 new customers, would have signed up for and paid for the expanded service. This added to our existing customers based mainly in Newark, Balderton and Fernwood, would provide an estimated £78,744 income per annum.
- 3.2.4 Since the commencement of the expanded scheme on the 1st April up to the end of May we have attracted a total of 2,462 new customers. When added to the existing customer base an estimate of the current income can be simply calculated as 3,462 customers @ £23.16 = £80,179.92. Both of these figures have exceeded the estimates contained in the original report within the first two months of the expanded service being introduced.
- 3.2.5 The actual income will be more than that, as when a customer decides to have more than one bin the full £30 is received per additional bin. There are approximately 100 customers who have 2 or more bins, with a few individuals having 5, this will provide approximately £6,000 extra income.
- 3.2.6 The income received will continue to increase during the year as the number of new customers joining the scheme continues to increase. Clearly since advertising the service at the start of the year we have experienced a 'peak' of customer interest but requests for the service are still being received. Currently our participation rate stands at about 12%, whereas both Mansfield and Rushcliffe with their longer established services have above 18%. If the participation rate were to reach 18% and beyond then the service will be close to breaking even. To reach 18% participation would mean 4,860 customers in total.
- 3.2.7 In the first month of the expanded service, with the 3,462 customers, Newark and Sherwood collected 114.86 tonnes, which is already over one third of the total collected for the whole of last year. When the final tonnages are calculated at the end of the current financial year they will again have a very positive impact on the Councils recycling rate.

4.0 Equalities Implications

- 4.1 There are no predicted equalities implications at this time. Assisted collections are offered to all residents who require them.

5.0 Impact on Budget/Policy Framework

- 5.1 If the customer uptake continues to grow then the service may become cost neutral in the medium term and could possibly become a future revenue source.

6.0 Comments of Director Communities

- 6.1 The detail contained in this report demonstrates that the estimated take up of the expanded scheme as outlined in the October 2015 report was accurate and has indeed been exceeded within the first two months of the service going live.

6.2 New customers continue to engage with the service but at a steady rate compared to the initial 'rush' of interest but during the course of the year it is possible that a participation rate close to 18% could be achieved, making the cost of the expanded service cost neutral.

7.0 RECOMMENDATION

That members note the successful implementation of the expanded Garden Waste scheme.

Reason for Recommendation

To inform members of the successful implementation of the expanded Garden Waste Scheme.

Background Papers

Garden Waste Collection Scheme coverage map.

For further information please contact Phil Hadfield ext. 5568

Andy Statham
Director - Community