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Meeting	COMMUNITY SCRUTINY COMMITTEE
Time/Day/Date	6.30 pm on Thursday, 19 September 2024
Location	Forest Room, Stenson House, London Road, Coalville, LE67 3FN
Officer to contact	Democratic Services (01530 454512)

AGENDA

Item	Pages
1. APOLOGIES FOR ABSENCE	
2. DECLARATION OF INTERESTS	
Under the Code of Conduct members are reminded that in declaring interests you should make clear the nature of that interest and whether it is a disclosable pecuniary interest, registerable interest or other interest.	
3. PUBLIC QUESTION AND ANSWER SESSION	
To receive questions from members of the public under rule no.10 of the Council Procedure Rules. The procedure rule provides that members of the public may ask any question on any matter in relation to which the Council has powers or duties which affect the District, provided that three clear days' notice in writing has been given to the Head of Legal and Support Services.	
4. MINUTES	
To approve and sign the minutes of the meeting held on 27 June 2024	3 - 4
5. LOCAL ENFORCEMENT PLAN	
Report of the Head of Planning and Infrastructure	5 - 32
6. LEISURE CENTRES ANNUAL REVIEW	
Report of the Head of Community Services	33 - 166
7. UPDATE ON AIR QUALITY	
Report of the Head of Community Services	167 - 314

8. DISTRICT WIDE REGENERATION FRAMEWORK

Report of the Head of Economic Regeneration

315 - 344

9. ITEMS FOR INCLUSION IN THE FUTURE WORK PROGRAMME

To consider any items to be included in the work programme. The plan of forthcoming Cabinet decisions and the current work programme are attached for information.

345 - 374

Circulation:

Councillor T Eynon (Chair)
Councillor M Blair-Park (Deputy Chair)
Councillor M Ball
Councillor D Bigby
Councillor M French
Councillor K Horn
Councillor S Lambeth
Councillor P Lees
Councillor E Parle
Councillor L Windram

MINUTES of a meeting of the COMMUNITY SCRUTINY COMMITTEE held in the Abbey Room, Stenson House, London Road, Coalville, LE67 3FN on THURSDAY, 27 JUNE 2024

Present: Councillor T Eynon (Chair)

Councillors M Blair-Park, M Ball, M French, S Lambeth, P Lees, E Parle and L Windram

In Attendance: Councillors J Legrys

Officers: Mr J Arnold, Mrs R Wallace and Ms K Hiller

42. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor D Bigby.

43. DECLARATION OF INTERESTS

There were no declarations of interest.

44. PUBLIC QUESTION AND ANSWER SESSION

There were no questions received.

45. MINUTES

Consideration was given to the minutes of the meeting held on 4 April 2024.

It was moved by Councillor M Blair Park, seconded by Councillor S Lambeth and

RESOLVED THAT:

The minutes of the meeting held on 4 April 2024 be approved as an accurate record of proceedings.

46. ANNUAL SCRUTINY REPORT

The Strategic Director of Place introduced the report to Members and then handed over to the Chair to present.

An extensive discussion was had about the accessibility of the document. Some Members suggested that more public facing language could be used, as part of wider efforts to encourage residents to engage with the work of the Scrutiny Committees. Alternatively, other Members felt that the necessarily somewhat technical language used in the report was appropriate and intelligible for residents. Members broadly agreed that the document should be scoped with an ideal-type reader in mind.

The Strategic Director of Place noted that the recommendation of the report was to delegate the power to amend the final document to the Committee Chairs, so all comments made by Committee would be considered and reflected on in the final draft. He would also liaise with Officers in the Communications Team.

Members discussed the prospect and value of quantifying how many residents had viewed the document once it was published, though other Members suggested that this would give no indication as to the comprehensibility of the document.

A Member suggested that the issues some Members had with the document also frequently occurred in other reports which went to the Scrutiny Committees.

It was moved by Councillor T Eynon, seconded by Councillor M Blair-Park, and

RESOLVED THAT:

- 1) The report be received ahead of its submission to Council
- 2) Authority be delegated to the Scrutiny Committee Chairs to make any amendments to the report following consideration by both Scrutiny Committees prior to consideration by Council.

47. ITEMS FOR INCLUSION IN THE FUTURE WORK PROGRAMME

Consideration was given to any items on the Work Programme.

An extensive discussion was had. Members discussed the District Wide Regeneration Framework Report, the Leisure Centres Annual Review and the slippage of the Future of Waste Services Review to September and the Community Asset Transfer report to December. Members also posited further topics for discussion, including a report on Corporate Communications, and whether some planned reports, such as the Annual S106 Agreement Update, might be better presented as information papers. The Strategic Director of Place said that he would present the suggestions of the Committee to the Scrutiny Work Programming Group for consideration, as per agreed processes.

The meeting commenced at 6.30 pm

The Chair closed the meeting at 7.30 pm

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COMMUNITY SCRUTINY COMMITTEE – THURSDAY, 19
SEPTEMBER 2024

Title of Report	LOCAL ENFORCEMENT PLAN	
Presented by	Dylan Jones Planning and Development Team Manager	
Background Papers	National Planning Policy Framework National Planning Policy Framework - GOV.UK (www.gov.uk) Existing Enforcement Policy 2021 https://www.nwleics.gov.uk/files/documents/enforcement_policy1/Enforcement%20Policy.pdf	Public Report: Yes
Financial Implications	There are no financial implications for the Council from the adoption of the Local Enforcement Plan	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	There are no legal implications for the Council from the adoption of the Local Enforcement Plan	
	Signed off by the Monitoring Officer: Yes/No	
Staffing and Corporate Implications	The Local Enforcement Plan sets priorities for the team and how they will deal with their casework efficiently. Corporately, the plan sets out the Council's priorities on planning enforcement so that members of the public, Councillors and external organisations are clear in terms of what the team can enforce against and what the priority cases for investigation are.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	Paragraph 59 of the National Planning Policy Framework advises that all councils should consider publishing a local enforcement plan 'to manage enforcement proactively in a way that is appropriate to their area'. The Council has an existing Enforcement Plan which was approved in 2019. The purpose of this report is for the Community Scrutiny Committee to consider the contents of and make recommendations on the new Local Enforcement Plan prior to its submission to Cabinet for final approval.	

Recommendations	TO REVIEW AND COMMENT ON THE NEW LOCAL ENFORCEMENT PLAN PARTICULARLY ITS SIMPLIFIED METHOD OF PRIORITISING CASES, WHICH WILL BE REPORTED TO CABINET.
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1.0 BACKGROUND

1.1 The Community Scrutiny Committee received reports on the effectiveness of the Planning Enforcement service in September 2022 and in February 2024. At the February meeting the Committee was advised that work on a new Local Enforcement Plan would be commencing. This document has now been prepared and is before the Community Scrutiny Committee for review and comment prior to it being taken to the Council's Cabinet for approval and adoption later in 2024.

1.2 Paragraph 59 of the National Planning Policy Framework (NPPF) states the following in relation to Planning Enforcement:

Effective enforcement is important to maintain public confidence in the planning system. Enforcement action is discretionary, and local planning authorities should act proportionately in responding to suspected breaches of planning control. They should consider publishing a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area. This should set out how they will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where appropriate.

1.3 The government is clear that each Local Planning Authority should publish guidelines on how it will enforce planning legislation so that residents, businesses and local politicians understand the priorities and the likely timescales for the investigations and what can be controlled under the planning system.

1.4 The need for effective enforcement of the planning rules is important as it helps to:

- Tackle breaches in planning control which would otherwise have an unacceptable impact on the amenity of the area.
- Help to protect the residents of the district from the impact of unauthorised and unacceptable development.
- Maintain the integrity of the decision making process.
- Support the Council to make robust decisions and to take formal enforcement action within the confines of the legal process

1.5 The Council adopted a Local Enforcement Plan (known as the Planning Enforcement Policy) in 2021 and it has been used to guide and prioritise workload in the Enforcement team. However, the team identified that the guidance in the document was cumbersome and complex to use, particularly the harm score element (where each type of case is allocated a score indicating a priority level for the investigation of the case) which makes it difficult and complex to effectively set priorities for the team's work. The document is also set out in a complex way and is not helpful as it does not adequately demystify the planning enforcement system for members of the public and local councillors as the NPPF suggests it should.

1.6 In response to the above, it was identified that a new, clearer and simplified policy was needed which would help the team to prioritise their workload and make it clear to the

residents and the local councillors in the district how the team operates and what the Council's priorities for the Planning Enforcement team are.

2.0 The main highlight of the new Local Enforcement Plan

- 2.1 The proposed Local Enforcement Plan has been simplified so that it is clearer and easier to follow and interpret. The document sets out the basis for the plan and its scope and a clear definition of what a breach in planning control is and then defines what high, medium and low priority cases are with the timescales for the Planning Enforcement team to investigate.
- 2.2 The new policy provides details of how to report a suspected breach of planning to the Council and also makes it clear to members of the public that their data will be kept confidentially in line with the General Data Protection Rules.
- 2.3 Part 4 of the report makes it clear what the Planning Enforcement Team cannot deal with as these matters are outside of the planning system and dealt with under other legislation or private law. The team has in the past received several requests to investigate non-planning matters which has taken officer time away from the investigation of planning issues and it was considered important to clarify this in the new plan. Subject to approval by Cabinet, it will be published online in a simple to use format. Officers can then refer members of the public to it or they can self-serve to see if the matter they are concerned about is a planning issue or dealt with elsewhere.
- 2.4 Part 5 of the report identifies how the team will investigate the cases they will receive, so the procedure is clear. Rights of entry into land is also clarified along with the procedure that needs to be followed if a right of entry is denied.
- 2.5 Part 6 of the report clarifies the expediency of taking enforcement action. Members of the public often complain that the Council has not enforced against a developer even though what they have done needs planning permission. This part of the plan clarifies the situation where it would not be expedient for the Council to take action.
- 2.6 Parts 7 of the plan details what formal enforcement action is and the tools available to the Council to do this. Part 8 deals with advertisements which are dealt with differently to planning matters and how the team will deal with unauthorised encampments and the monitoring of the mandatory Biodiversity Net Gain. This part also details how individuals can appeal against an enforcement notice or whether the individual will have to seek a judicial review as an appeal is not possible under the terms of the planning act.
- 2.7 Part 9 identifies how the new Enforcement Plan meets the terms of the Human Rights and how the Council's public sector duty under the Equalities Act 2010 is met.
- 2.8 Unlike in the adopted Planning Enforcement Policy, the new Local Enforcement Plan clarifies how officers intend to implement and monitor how the new plan is implemented. It recommends that bi-annual reports to the Planning Committee will be made available and the data will concentrate on how quickly the team responds to the breaches in planning control rather than how long it has taken to close a case or how many notices have been served over a period of time.

3 Conclusion

3.1 The aim of the new Enforcement Plan is to provide clear guidance to the Planning Enforcement team on how they should work and the way they prioritise the cases they receive to enable them to work in the most effective manner. The document also aims to demystify the planning enforcement process for members of the public and local councillors in line with the requirements of paragraph 59 of the NPPF). As this document is new and differs significantly to the adopted document, it is brought to the Community Scrutiny Committee for comment and possible amendment prior to its formal approval by Cabinet on 22 October.

Policies and other considerations, as appropriate	
Council Priorities:	Insert relevant Council Priorities: <ul style="list-style-type: none"> - Planning and regeneration - Communities and housing - A well-run council
Policy Considerations:	Review of adopted Planning Enforcement Policy intended to not only facilitate an improved service and simplified prioritisation system, but to also take account of updated national legislation and guidance as contained in paragraph 59 of the National planning Policy Framework document.
Safeguarding:	None identified
Equalities/Diversity:	An Equalities Impact Assessment has been prepared and the Local Enforcement Plan has been written so that the potential impacts that were identified have been addressed and mitigated against in the plan.
Customer Impact:	The changes being implemented will improve the service offered by clarifying what the Planning Enforcement Team can investigate and how the team members will do it and reduce the potential for unjustified complaints. Clarity is also given as to how individuals can make complaints and how the team will treat their personal data to simplify the process.
Economic and Social Impact:	Effective enforcement of the planning rules will have an economic benefit to the Council as the pursuit of retrospective planning applications (especially as fees have increased) leads to increased fee income. Also, successful prosecutions resulting in appropriate fines generate economic benefits as well as deterring future breaches. Improved perception of the service and integrity of the planning system more widely brings social benefits.
Environment, Climate Change and	Improvements to service effectiveness will lead to

zero carbon:	environmental and climate change benefits as breaches of planning control involving these considerations will be better remedied.
Consultation/Community Engagement:	Not required.
Risks:	None identified
Officer Contact	Dylan Jones Planning and Development Team Manager dylan.jones@nwleicestershire.gov.uk

North West Leicestershire District Council

Local Enforcement Plan (Planning)

Xxx 2024

Contents:

- 1. Introduction**
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- 7. Formal enforcement action**
- 8. Other matters**
- 9. Human Rights and Public Sector Equality Duty**
- 10. Implementation and monitoring**

Appendix A – Explanation of transitional period for enforcement action time limits following the provisions of the Levelling-up and Regeneration Act 2023

1. Introduction

1.1 What is a Local Enforcement Plan?

A Local Enforcement Plan is a document that sets out how the Council will deal with suspected breaches of planning control, including enquiries received alleging a suspected breach of planning control and when a breach of planning control has been confirmed.

1.2 Why is a Local Enforcement Plan important?

The National Planning Policy Framework (NPPF), which is the overarching national planning policy document for England, sets out at paragraph 59 that:

Effective enforcement is important to maintain public confidence in the planning system. Enforcement action is discretionary, and local planning authorities should act proportionately in responding to suspected breaches of planning control. They should consider publishing a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area. This should set out how they will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where appropriate.

It is important to set out a clear, transparent and effective process to how the Council deals with suspected breaches of planning control. It should be:

- appropriate for North West Leicestershire
- allow for engagement in the process
- manage expectations
- explain priorities
- explain the basis for decisions given that the planning enforcement is based on expediency and discretionary powers
- explain what the Council can and cannot deal with, and signpost when the Council cannot deal with the issue
- provide greater certainty and accountability, and;
- set out how the Council will monitor effectiveness of the service.

1.3 What is a breach of planning control?

A breach of planning control may include:

- Building something that requires planning permission without obtaining planning permission;
- Changing the use of land or a building where it would require planning permission without obtaining planning permission;
- Obtaining planning permission for development but then not complying with conditions that have been imposed, planning obligations contained in S106 legal agreements, or not adhering to the approved details/plans;

- Demolishing certain buildings in a Conservation Area without obtaining planning permission;
- Undertaking certain engineering operations which change the levels of the land or create new landforms without obtaining planning permission;
- Undertaking unauthorised works to protected trees (trees protected by Tree Preservation Order (TPO) or trees within a Conservation Area (with certain exclusions));
- Undertaking unauthorised removal of important hedgerows; and,
- Undertaking unauthorised works to listed buildings.

The above may be dealt with utilising powers under the Town and County Planning Act 1990, or other relevant legislation.

1.4 What is the scope of this Local Enforcement Plan?

The remaining sections of this Local Enforcement Plan set out how the Council prioritises suspected breaches of planning control and what is monitored, how suspected breaches of planning control can be reported, matters planning enforcement cannot deal with, how the Council investigates, why it might not take action, what formal action may be taken, other matters, consideration of Human Rights and the Public Sector Equality Duty, how the plan will be implemented and how the effectiveness of the Planning Enforcement team will be monitored.

2. Priorities

2.1 Why is effective enforcement important in the planning system?

It is important to have a robust and effective enforcement service within the planning system ultimately to maintain public confidence and the integrity of the planning regime.

Planning is about place-making, bringing together the environmental, economic and social principles of sustainability to create places that work, in both form and function in their context, as well as contributing to wider strategic objectives. Without effective controls, poorly designed or executed development left unchallenged can detract from the achievement of good place-making and the contribution good planning can have on environmental, economic and social improvement. It can also have detrimental impacts locally such as being visually unacceptable, incompatible with surrounding uses, unsafe, or resulting in unacceptable amenity impacts.

In order to tackle harmful unauthorised development, it is important that an efficient and effective system is in place to investigate suspected breaches of planning control and take reasonable and proportionate action where a breach is identified.

Due to the high volume of enquiries received and to ensure that resource can be directed to the enquiries that have the potential to result in the most harm in planning terms, suspected breaches of planning control are categorised into high, medium or low priority. This determines how quickly a suspected breach of planning control is responded to.

2.2 High priority

High priority cases are those which are considered most harmful in planning terms and could lead to irreparable harm. Some of these matters, if founded, could also constitute a criminal offence for which the Council may prosecute. These include:

- Current unauthorised works to a listed building;
- Current unauthorised works to protected trees (trees protected by a Tree Preservation Order (TPO) or by being within a Conservation Area);
- Current removal of an important hedgerow;
- Current demolition of a building within a Conservation Area; and,
- Unauthorised works relating to hazardous substances.

The Council will aim to commence investigations on high priority cases within one working day, and where possible, on the same day as the enquiry is received.

2.3 Medium priority

Medium priority cases are those where there is still potential for significant harm in planning terms, but it is unlikely that there is irreparable harm, or the immediacy required compared to high priority cases. These include:

- Anything listed in the high priority category that is not current or it is clear that there is no immediate risk;
- Unauthorised works in the setting of a listed building;
- Development that contravenes local planning policy, and development that significantly impacts on amenity or public safety;
- Unauthorised works within a Conservation Area; and,
- Deviations from planning permissions in terms of not according with approved plans/details or breaching conditions imposed.

The Council will aim to commence investigations on medium priority cases within 14 days of the enquiry being received.

2.4 Low priority

Low priority cases as those which are likely to present a low level of harm in planning terms and make up a large proportion of the enquiries received. These include:

- Domestic developments;
- Small business operating from domestic properties;
- Unauthorised advertisement, and;
- Other minor development.

The Council will aim to commence investigations on low priority cases within 28 days of the enquiry being received.

2.5 Proactive and/or reactive?

The majority of the Council's work is based on enquiries being received alleging a breach of planning control. This is because the resource available does not allow for comprehensive monitoring of all planning permissions or patrolling the district in search of potential unauthorised development, although officers do try to work with developers where they can.

Planning permissions that are subject to S106 agreements are, however, monitored in conjunction with the Planning Policy team, as these legal agreements will require either a monetary value to be provided by a certain time required to fund a project necessary to make the development acceptable or provide affordable housing or other infrastructure by a certain time. These times, often referred to as 'trigger points' can vary for different elements of the agreements.

3. Reporting a Suspected Breach of Planning Control

3.1 How to report a suspected breach of planning control

If you wish to report a development that you suspect might be in breach of planning control, you can do so in a number of ways:

- Online – You can use the online form that can be accessed from this webpage:
https://www.nwleics.gov.uk/pages/development_control_enforcement
- Email – You can email your enquiry to
development.control@nwleicestershire.gov.uk
- Post – You can post your enquiry to Development Control, North West Leicestershire District Council, PO Box 11051, Coalville, LE67 0FW

You should include the precise location of the development and any other details that might help with the investigation, such as when the development took place or where it relates to a change of use, how long the use has been occurring. If relevant there might be other background details you are aware of, or you might want to tell us how the matter is impacting on you. You will receive an acknowledgement to confirm your enquiry has been received.

3.2 How your personal data will be used

The Council understands that people may not feel comfortable reporting a potential breach of planning control if the source of the enquiry is disclosed. As such, the Council does not reveal the origins of an enquiry other than with departments of the Council who may need to be involved in the investigation, unless required to do so by law. If it would benefit the investigation for external organisations to have your contact details; for example, the matter fell under the remit of the local highway authority at Leicestershire County Council and they could liaise directly with you, the

Council would either ask you to raise the matter directly with them or obtain your consent to share your contact details.

If the Council receives a Freedom of Information (FOI) Request asking about the origins of an enquiry, it might need to provide limited details about the nature of the enquiry, but exemptions will be applied to either withhold identifying information or sufficiently redact it so that it does not lead back to the enquirer.

3.3 Anonymous enquiries

The Council will usually not investigate anonymous enquiries, unless there has likely been a criminal offence committed or substantial harm caused in planning terms. This is because the matter may need to be discussed with the enquirer as part of the investigation to understand what impact the development is having in them.

4. What Types of Enquiries Planning Enforcement Can't Deal With

4.1 The following list sets out common enquiries we receive that we are unable to deal with:

Approved development or works – The matter being reported might already have the necessary permission(s). For example, planning permission or listed building consent could have already been granted, or the development may have 'deemed consent' by virtue of it according with permitted development rights. These are national development rights that mean a planning application to the local planning authority is not required if the development accords with these provisions and any conditions or restrictions they specify (unless these rights have been removed by a condition of a planning permission or an Article 4 Direction, which can remove certain permitted development rights from a specific site or larger area). Planning applications and permissions can be viewed on the Council's website: https://www.nwleics.gov.uk/pages/view_planning_applications, and helpful guides on whether permission is required for a variety of domestic developments can be found on the Planning Portal website at the Common Projects pages: <https://www.planningportal.co.uk/permission/common-projects> and Interactive Guidance tools: <https://www.planningportal.co.uk/permission/interactive-guidance>

Boundary disputes – The Council is unable to determine the exact position of boundaries. A dispute over land ownership is a civil matter between the parties involved and you may wish to contact the Land Registry to see whether they can help or seek independent advice.

Breaches of deeds or covenants – Deeds and covenants are separate from planning control and we therefore cannot enforce a breach of these. They are legal agreements and you may wish to seek independent legal advice should you wish to pursue a breach of a deed or covenant.

Damage to property – The Council is unable to intervene with any damage to your property, whether it be from implementing a planning permission or not, as damage to property is a civil matter between the parties involved. You may wish to seek independent legal advice if damage has been caused or you are concerned that it will be caused, by the actions of someone else.

Dangerous structures – Dangerous structures are the responsibility of the landowner, however, the Council's Building Control team may be able to help: https://www.nwleics.gov.uk/contacts/building_control

Empty properties – Unless the state of the property is having a significant detrimental impact on visual amenity, the Council cannot deal with empty properties. You can report them to the Environmental Protection Team where the Empty Properties Officer will look at ways to keep properties in use and prevent long-term vacancy: https://www.nwleics.gov.uk/contacts/environmental_protection

Fly-tipping – This is dealt with by the Council's Environmental Protection team: https://www.nwleics.gov.uk/contacts/environmental_protection

Health and safety or security of development sites – It is the responsibility of developers to ensure their sites are safe and secure. The Health and Safety Executive (HSE) may be able to assist with concerns over safe working practices: <https://www.hse.gov.uk/contact/index.htm>

Highway obstructions / dangerous or illegal parking – The Council cannot deal with inconsiderate, dangerous or illegal parking. Depending on the nature of the issue parking issues are dealt with by the Council's Civil Enforcement team: https://www.nwleics.gov.uk/pages/on_street_parking, local highway authority at Leicestershire County Council: <https://www.leicestershire.gov.uk/roads-and-travel>, or the Police.

Internal works to non-listed buildings – Internal works may require consent from Building Control but not from the local planning authority unless they relate to a listed building.

Loss of property value and / or loss of view from development – These factors cannot be taken into account when considering whether a development is acceptable in planning terms, whether during a planning application or otherwise.

Minerals and waste site – Enquiries relating to minerals and waste sites, such as: quarries, refuse and recycling sites, landfill sites and scrapyards are dealt with by Leicestershire County Council, as the Minerals and Waste planning authority: <https://www.leicestershire.gov.uk/environment-and-planning/planning/planning-permission/report-a-planning-breach>

Mud and dust – Unless specifically controlled by a condition of a planning permission, mud or debris on the highway, or dust from works, whether related to the implementation of a planning permission or not, is not dealt with by Planning Enforcement. Mud or debris on the highway is dealt with by Leicestershire County Council as the local highway authority under the Highways Act. Dust is dealt with by

the Council's Environmental Protection team:

https://www.nwleics.gov.uk/contacts/environmental_protection

Nuisance (noise, disturbance, working hours, light, odour) – Unless specifically controlled by a condition of a planning permission, nuisance; whether related to the implementation of a planning permission or not, is dealt with by the Council's Environmental Protection team:

https://www.nwleics.gov.uk/contacts/environmental_protection. Even if there is a related planning condition, it may still be referred to another department if that department has more effective powers to deal with the concerns. For example, Environmental Protection has powers to serve an Abatement Notice in relation to Statutory Nuisance under the Environmental Protection Act and Leicestershire County Council as the local highway authority has the powers to tackle mud and debris on the road under the Highways Act. These specific powers may often be able to secure results more quickly and effectively than through planning legislation. Its more quickly and effectively than through planning legislation.

Obstruction to public rights of way – Concerns relating to designated public rights of way should be directed to the public rights of way team at Leicestershire County Council: <https://resources.leicestershire.gov.uk/roads-and-travel/parishes-and-communities/public-rights-of-way>

Party Wall Act – The Council cannot deal with disputes relating to the Party Wall Act and you may wish to seek you own independent legal advice.

Trees – Unless protected by Tree Preservation Order (TPO), a condition of planning permission or by virtue of being within a Conservation Area and meeting the criteria for protection, works to, the planting of, or removal of, trees is not a planning matter as trees are not development.

Trespass – The Council cannot deal with matters relating to trespassing. You may wish to seek independent legal advice or report the matter to the Police.

Vermin – Vermin is dealt with by the Council's Environmental Protection team:

https://www.nwleics.gov.uk/contacts/environmental_protection

5. How We Investigate

5.1 It is not possible to provide a full prescription of exactly how all cases are dealt with due to their individual nature, but the following flow diagram details the general steps of the investigation process:

Enquiry received	
Acknowledge enquirer	
Triage enquiry to establish whether it appears to relate to a breach of planning control and if so, allocate a priority and assign to a case officer. Otherwise, close the case and where relevant, signpost to alternative departments	
Send initial letter out to the subject property seeking discussion/site visit	
Visit the site (unless clearly not necessary) to observe the evidence/discuss with the developer	
If the development is likely to be acceptable or can be made acceptable with conditions. Invite a retrospective planning application to 'regularise' the situation. If the development is not considered to be acceptable. Seek to remedy informally (either undoing what has been done or a lesser step or alternative works that results in an acceptable situation.	
If retrospective planning permission is granted, or informal negotiation is complied with, the case can be closed, and correspondence sent to the subject of the case and the enquirer explaining the outcome. If no planning application is received, consider whether it is expedient to take formal enforcement action. If a planning application is received and subsequently refused, it will likely be expedient to take enforcement action as it has been deemed unacceptable in planning terms (unless other considerations outweigh that planning decision). If the decision to refuse planning permission is appealed by the applicant, the Council will need to consider whether enforcement action needs to be taken before the outcome of the appeal.	
If it is not considered expedient to pursue further, the case can be closed, and correspondence sent to the subject of the case and the enquirer explaining the outcome.	
If it is considered expedient to pursue enforcement action, either to resolve the breach of planning control or remedy the harm caused, commence the appropriate formal enforcement action and close the case upon satisfactory compliance unless an appeal is upheld. Send correspondence to the subject of the case and the enquirer explaining the outcome.	

5.2 Rights of Entry

Local planning authorities and Justices of the Peace can authorise named officers to enter land specifically for enforcement purposes (sections 196A, 196B and 196C of the Town and Country Planning Act 1990). This right is limited to what is regarded as essential, in the particular circumstances, for effective enforcement of planning control.

The Act specifies the purposes for which entry to land may be authorised (section 196A (1)), namely:

- to ascertain whether there is or has been any breach of planning control on the land or any other land;
- to determine whether any of the local planning authority's enforcement powers should be exercised in relation to the land, or any other land;
- to determine how any such power should be exercised; and
- to ascertain whether there has been compliance with any requirement arising from earlier enforcement action in relation to the land, or any other land.

The phrase "or any other land" means that if necessary neighbouring land can be entered, whether or not it is in the same ownership, or is being occupied by the person whose land is being investigated.

The provisions of the Act (section 196A) state there must be reasonable grounds for entering the land for the purpose in question. This is interpreted to mean that entering the land is the logical means of obtaining the information required by the local planning authority.

Entry to a building used as a dwelling house cannot be demanded as of right unless 24 hours advanced notice of intended entry to the occupier has been given.

It is an offence to wilfully obstruct an authorised person acting in exercise of a right of entry (section 196C (2)).

Where there are reasonable grounds for entering land for enforcement purposes, and entry is refused or is reasonably likely to be refused, or there is a need for urgency, then it is possible for a Justice of the Peace to issue a warrant to allow entry (section 196B(1)).

6. Why the Council might not take action

6.1 Reasons for not taking action

Where a breach of planning control is found, it does not necessarily mean that the Council will take enforcement action. Formal enforcement action is a last resort and there are a number of reasons why the Council may conclude to take no action:

Expediency - National guidance states that action should not be taken solely to regularise a situation that is acceptable in planning terms. This means that if planning permission would likely be granted for the development should an application be received, and therefore the development is not resulting in unacceptable harm, the Council should not pursue enforcement action. In these instances, retrospective planning applications would usually be invited to provide the opportunity for the developer to get the correct permissions for the development (regularise the situation). If they choose not to apply, the Council will consider whether it is expedient to take any further action. This essentially means weighing up all of the planning and any other considerations and deciding if any harm arising from the development is such that it needs to be stopped. If there is no significant harm, or other resulting benefits that outweigh any harm, it is likely that it will not be considered expedient to pursue further and the case will be closed. This does not authorise the development or give it permission but is purely a decision that the Council is not pursuing the matter further.

It has permission – The development may already have the necessary planning permissions and therefore is already authorised in Planning terms. See the ‘Approved development or works’ paragraph at section 4.1 for more details and links to further information.

It is not development – Planning controls development. Development is defined in the Town and Country planning Act 1990 as: “*the carrying out of building, engineering, mining or other operations in, on, over or under land, or the making of any material change in the use of any buildings or other land.*” The list at section 4 provides an overview of matters outside of our control.

Immune from action – If breaches of planning control occurred a long time ago (something built or an unauthorised use that has taken place continuously without a break) and no formal enforcement action has been taken against them, they become immune from enforcement action and therefore become lawful. There are, however, exceptions to this:

Where there has been deliberate concealment of a breach of planning control, the Council can seek to take enforcement action even after the relevant time limit has expired.

Within four years of previous enforcement action (or purported action) in respect of the same breach, the local planning authority can take further enforcement action if that earlier action proved to be defective even after the relevant time limit has expired. This is known as the ‘second bite’ provision and includes situations where

an Enforcement Warning Notice has been issued within the relevant time limit but further enforcement action is subsequently required.

Legislation has recently changed providing that it is now 10 years for all types of breaches before the development will become immune (other than the above exemptions). There is, however, a transitional period meaning that some operational development or changes of use to a single dwellinghouse may still be immune after four years in the immediate period following the legislation change if the breach commenced before the legislation came into force. More information on this can be found at Appendix A.

7. Formal enforcement action

7.1 When and what formal action might the Council take?

Planning enforcement action is discretionary and as set out above, it is a last resort when there is unacceptable harm and informal attempts to achieve an acceptable outcome have failed. There may be some extreme cases where the harm needs to be stopped urgently and enforcement action may need to be taken promptly and without informal negotiation, however these instances are rare.

The Council has a wide array of formal powers to tackle breaches of planning control and related matters and will consider which powers are the most appropriate and effective for the specific matter. Its powers include:

Planning Contravention Notice (PCN) – This is a notice that can be served on a person when it appears that a breach of planning control has occurred to ask specific questions relating to who is involved in the land and what activities have been taking place. It is an offence to provide false or misleading information, or to not provide the required information within the specified time, which is usually 21 days. There are also other more limited fact-finding notices that can be served to obtain particulars of persons interested in land, provided by section 16 of the Local Government (Miscellaneous Provisions) Act 1976 and section 330 of the Town and Country Planning Act 1990.

Enforcement Notice – This is a notice requiring specified actions within a specified time, when the local planning authority is satisfied that a breach of planning control has occurred and it is expedient to issue the notice, taking into account the provisions of the development plan and any other material considerations. An Enforcement Notice is served on everybody with an interest in the land. The local planning authority can also ‘under-enforce’, meaning that the requirements in the notice are less than those needed to remedy the whole breach, and anything ‘missed’ then benefits from deemed planning permission. This may be used where some elements are acceptable in planning terms. Persons served with the notice can appeal to the Secretary of State (via the Planning Inspectorate) but shall be guilty of an offence if they do not comply with the notice in the specified time where there is no

outstanding appeal. Where a prosecution for non-compliance is successful, the local planning authority can also apply for a Confiscation Order under the Proceeds of Crime Act 2002 to recover the financial benefit obtained through unauthorised development. The local planning authority may also enter land and carry out the works required by the notice themselves where there is non-compliance and recover the costs of undertaking the work from the owner of the land. It is an offence to wilfully obstruct this action.

Planning Enforcement Order – The local planning authority can apply to the Magistrates' Court for a Planning Enforcement Order where a breach of planning control has been deliberately concealed and the time limits for taking enforcement action have expired. If an order is granted, enforcement action can then be taken.

Temporary Stop Notice – This is a notice that can be used to deal with urgent matters where there is a requirement for activities to cease, reduce or minimise immediately. They apply for a maximum of 56 days and it is an offence to not comply. To prevent the breach resuming after the 56 days (or shorter period can be specified), an Enforcement Notice and possibly a Stop Notice are usually prepared and issued / served. A Temporary Stop Notice should only require what is essential to safeguard amenity or public safety; or to prevent serious or irreversible harm to the environment in the surrounding area. There is no right of appeal to the Secretary of State but the validity of the notice and appropriateness of the decision to issue it can be challenged by application to the High Court for judicial review. Compensation may be payable in limited circumstances.

Stop Notice – A Stop Notice can prohibit some or all activities similar to a Temporary Stop Notice, although it can only be served at the time or after the service of an Enforcement Notice. They are, therefore, usually used where activities need to stop before the deadline for compliance specified in an Enforcement Notice. The effective date of the Stop Notice must normally be no less than three days unless special reasons exist, and no more than 28 days after service. Other considerations are similar to a Temporary Stop Notice, in that it should only require what is essential to safeguard amenity or public safety; or to prevent serious or irreversible harm to the environment in the surrounding area. There is no right of appeal to the Secretary of State but the validity of the notice and appropriateness of the decision to issue it can be challenged by application to the High Court for judicial review. Compensation may be payable in limited circumstances.

Breach of Condition Notice – A Breach of Condition Notice can be used when a condition imposed on a planning permission (or condition of permitted development rights) isn't complied with. The notice will require compliance within a certain time. It is an offence to not comply with the notice and there is no right of appeal to the Secretary of State, but the validity of the notice and appropriateness of the decision to issue it can be challenged by application to the High Court for judicial review.

Injunction – The local planning authority can apply to the High Court or County Court for an injunction to restrain an actual or apprehended breach of planning control. Proceedings for an injunction are the most serious enforcement action the local planning authority can take as failing to comply can result in the person being

committed to prison for contempt of court. This action is, therefore, used in the most serious cases.

Listed Building Enforcement Notice – This notice is similar to an Enforcement Notice, however, there are no time limits for issuing a Listed Building Enforcement Notice. Unauthorised works to listed buildings is also a criminal offence and the Council may prosecute for the offence committed.

Prosecution – Unauthorised works to listed buildings, relevant demolition in a Conservation Area, unauthorised works to protected trees, removal of important hedgerows, unauthorised works involving hazardous substances, displaying an advertisement in contravention of the relevant advertisement regulations and non-compliance with many of the notices listed here constitute a criminal offence for which the Council may prosecute. It can do this, either alone or in addition to other enforcement action, which may include undertaking works in default to remedy the breach of planning control or harm to amenity.

Section 215 Notices – Section 215 of the Town and Country Planning Act 1990 allows councils to issue notices requiring the improvement to the state of land or buildings where they are having a detrimental effect on local amenity. Powers under section 219 also allow for the Council to undertake the works and recover the costs from the landowner. Untidy land is dealt with by the Environmental Protection team at North West Leicestershire District Council.

Community Protection Notices – These provisions are not specifically planning legislation but are powers provided by the Anti-Social Behaviour, Crime and Policing Act 2014. Following a warning which must be served first, a notice can be issued where the conduct of an individual or body is having a detrimental effect, of a persistent or continuing nature, on the quality of life of those in the locality, and the conduct is unreasonable. The notice can require the recipient to stop doing specified things, do specified things or take reasonable steps to achieve specified results. The recipient can appeal to the Magistrates' Court under specified grounds, but otherwise it is an offence to not comply with the requirements of the notice. The Council may undertake remedial works where the land is open to the air, issue a fixed penalty notice, or the Court may issue a Remedial Order.

High Hedges Complaint – These provisions are not specifically Planning legislation but are powers provided by the Anti-Social Behaviour Act 2003. Where a hedgerow comprising two or more evergreen or semi-evergreen trees is significantly impacting on amenity (in terms of being a barrier to light) and demonstrable attempts to resolve this with the hedge owner have failed, a high hedges complaint can be submitted to the Council as a last resort. The Council will objectively assess, using standardised methodology, whether a Remedial Notice should be issued requiring a reduction to the height of the hedge, or part of it, and to maintain the hedge at that height, to result in an acceptable situation. Failure to comply with the notice is an offence and the Council may prosecute and / or undertake the works in default. This process cannot be used where the concerns relate to other issues, such as concerns over danger/safety of the trees comprising the hedge, damage caused by tree roots or blocking gutters, etc. High Hedge Complaints are dealt with by the Environmental Protection team at North West Leicestershire.

Tree Replacement Notice - A landowner has a duty to replace a tree which is removed in contravention of a tree protection order (TPO). Where the duty is not complied with, local authorities have powers, under section 207 of the Town and Country Planning Act 1990, to issue tree replacement notices (TRNs). These powers are also exercised where a tree is removed in a conservation area in contravention of section 211 of the Act (i.e. without giving the council six weeks' notice) and in circumstances when a condition to plant a replacement tree, on a consent to fell a tree under a TPO, is not complied with. The notice can be appealed to the Secretary of State (via the Planning Inspectorate) but otherwise failure to comply with the notice is an offence for which the Council may prosecute.

Hedgerow Retention Notice / Replacement Notice – The Council may issue a Hedgerow Retention Notice if it receives an application to remove a protected hedgerow that it considers must be retained, or a Hedgerow Replacement Notice requiring the replacement of protected hedgerow that has already been removed. Unauthorised removal of a protected hedgerow is a criminal offence. The Planning Service would issue a Hedgerow Retention Notice, but the Planning Enforcement team would likely lead on a Replacement Notice as this is when the works have already been carried out without permission.

Enforcement Warning Notice – This notice formalises the process of inviting a retrospective planning application when an unauthorised development has a reasonable prospect of being acceptable in planning terms. The notice will set out the matters that appear to be in breach of planning control, and that unless an application is made by a specified date, further enforcement action may be taken. This notice does not have any specific requirements and cannot force a planning application to be submitted. It does, however, constitute enforcement action meaning that it can provide a longer time for the Council to take further enforcement action depending on when it is served in relation to when the breach took place.

8. Other Matters

8.1 Advertisements, flags and fly-posting

The display of advertisements is subject to a separate consent process within the planning system. This is principally set out in the Town and Country Planning (Control of Advertisements) (England) Regulations 2007. Advertisements are controlled with reference to their effect on amenity and public safety only. Where advertisement consent is required, planning permission is not required in addition.

For planning purposes, 'advertisement' is defined in section 336(1) of the Town and Country Planning Act 1990 (as amended) as:

“any word, letter, model, sign, placard, board, notice, awning, blind, device or representation, whether illuminated or not, in the nature of, and employed wholly or partly for the purposes of, advertisement, announcement or direction, and (without prejudice to the previous provisions of this definition) includes any

hoarding or similar structure used or designed, or adapted for use and anything else principally used, or designed or adapted principally for use, for the display of advertisements.”

There are three categories of advertisement consent:

- Those permitted without requiring either deemed or express consent from the local planning authority;
- Those which have deemed consent;
- Those which require the express consent of the local planning authority.

Express consent is only required to fly certain flags. Many flags (such as national flags) are contained in Schedule 1 to the Regulations and can, therefore, be flown without the need for express consent. Other flags have deemed consent under Schedule 3 to the Regulations. The government's plain English guide to flying flags provides more information on those flags which can be displayed without obtaining express consent: <https://www.gov.uk/government/publications/flying-flags-a-plain-english-guide>

'A-boards' on highways (including footways) where vehicular traffic is prohibited will require express advertisement consent. They will also require consent from Leicestershire County Council under section 115E of the Highways Act 1980 for permission to place items such as 'A-boards' in highways (including footways) where vehicular traffic is prohibited.

All advertisements, whether they require consent or not, are subject to the standard conditions in Schedule 2 to the Regulations. These are:

1. no advertisement is to be displayed without the permission of the owner of the site on which they are displayed (this includes the highway authority, if the sign is to be placed on highway land);
2. no advertisement is to be displayed which would obscure, or hinder the interpretation of, official road, rail, waterway or aircraft signs, or otherwise make hazardous the use of these types of transport;
3. any advertisement must be maintained in a condition that does not impair the visual amenity of the site;
4. any advertisement hoarding or structure is to be kept in a condition which does not endanger the public; and
5. if an advertisement is required to be removed, the site must be left in a condition that does not endanger the public or impair visual amenity.

It is illegal to display any advertisement (even if it has deemed consent) without first obtaining the permission of the owner of the site, or any other person who is entitled to give their permission.

Anyone who displays an advertisement in contravention of the Regulations commits an offence. For example, by displaying an advert without the necessary consent or

without complying with the conditions attached to that consent. It is then immediately open to the local planning authority to bring a prosecution in the Magistrates' Court for an offence under section 224 of the Town and Country Planning Act 1990.

Where a local planning authority achieves a successful conviction for failure to comply with an enforcement notice, they can apply for a Confiscation Order, under the Proceeds of Crime Act 2002, to recover the financial benefit obtained through unauthorised development.

Local planning authorities also have powers to remove any advertisement (and any structure used for its display) which in their view is displayed in contravention of the Regulations. They also have powers to impose more strict conditions, including restricting deemed consent in a specified area, being able to serve a discontinuance notice for advertisements with deemed consent, and defining an Area of Special Control.

There are several provisions under which unauthorised advertisements can be controlled by local planning authorities. The principal mechanisms are in section 224 and section 225 of the Town and Country Planning Act 1990 (as amended). Local planning authorities have specific powers to deal with:

- illegal hoardings;
- fly-posting;
- graffiti; and
- unauthorised advertisements alongside highways.

Unauthorised advertisements alongside highways and attached to highways structures or trees are directed to the local highway authority at Leicestershire County Council to resolve under their powers set out in the Highways Act 1980.

Flyposting is dealt with by the Environmental protection team at North West Leicestershire.

Other unauthorised advertisements are dealt with by planning enforcement. More information on the process can be found here:

<https://www.gov.uk/guidance/advertisements#enforcement-against-specific-unauthorised-advertisements>

8.2 Unauthorised Encampments

An absence of authorised sites does not allow for unauthorised encampments or prevent the Council from taking enforcement action against them. The same process of investigation as any other suspected breach of planning control applies, but officers will usually liaise with the County Gypsy and Traveller Liaison Officer, the Police, and other services such as Environmental Protection and the Council's Equalities Officer where relevant. When dealing with unauthorised encampments, there is a balance between the need to resolve any breaches of planning control with the Human Rights Act and ensuring compliance with the Public Sector Equality Duty.

Often, unauthorised encampments are not dealt with by planning enforcement, either because they are on Council or Highway land, and therefore usually dealt with by the Multi-Agency Traveller Unit (MATU) hosted by Leicestershire County Council, or it involves trespass onto private land and therefore is the responsibility of the landowner to remove/resolve. It is usually only when encampments commence on private land and the residential use is being authorised by the landowner, that planning enforcement has more involvement in the matter.

8.3 Biodiversity Net Gain (BNG)

There is now a national mandatory requirement for development to provide a minimum of 10% net gain in biodiversity compared to the situation on site before the development takes place. Biodiversity Net Gain must be provided for 30 years and can be provided within the development site or off-site, secured by condition or legal agreement. There is a requirement for developers or 'responsible bodies' who the developer may have entered into contract with, to provide comprehensive plans of how the net gain will be achieved and report on progress. Non-compliance with or breaches of approved schemes will constitute a breach of planning control and ensue investigation and where necessary, enforcement action to secure an acceptable outcome.

8.4 Appeals

While certain types of enforcement action can only be challenged by Judicial Review: where a judge will review the lawfulness of the decision or action made by the Council, some actions such as Enforcement Notices can be appealed to the Secretary of State. In this instance, the Planning Inspectorate will appoint an Inspector to determine whether the appeal should succeed or be dismissed. The appeal may be dealt with by written representations: whereby the appellant and Council submit their statements for the Inspector to consider before reaching their decision, informal hearing: where the Inspector leads an in-person meeting following receipt of each party's statement of case, or a public inquiry: which is used for the most serious or complex breaches of planning control where evidence may be tested by cross-examination on oath.

The timescale for the appeal process is dictated by the Planning Inspectorate and it may be a considerable time before the appeal is decided. The requirements of an Enforcement Notice are held in abeyance until the outcome of the appeal, so the Council may need to consider serving a Stop Notice in the meantime if an ongoing unauthorised development must be stopped urgently.

If the Council has invited a retrospective planning application and that application is subsequently refused, the applicant can also appeal that decision. Appeals are another reason that some cases can be open for long periods of time and the Council will need to consider whether any enforcement action should be taken at the point of a retrospective planning application being refused before awaiting the submission of an appeal.

9. Human Rights and Public Sector Equality Duty

9.1 Human Rights

The provisions of the European Convention on Human Rights, such as Article 1 of the First Protocol (Right to peaceful enjoyment of property), Article 8 (Right to respect for private and family life) and Article 14 (Prohibition of discrimination), are relevant when considering enforcement action. There is a clear public interest in enforcing planning law and planning regulation in a proportionate way. In deciding whether enforcement action is taken, local planning authorities should, where relevant, have regard to the potential impact on the health, housing needs and welfare of those affected by the proposed action, and those who are affected by a breach of planning control. Individual rights will of course be balanced against those rights of public interest in any decision making.

In some instances, there is a clear public interest in taking rapid action to address breaches of planning control. To ensure that this is a proportionate approach, before serving a Stop Notice or Temporary Stop Notice, the local planning authority must be satisfied that there has been a breach of planning control and that the activity which amounts to the breach must be stopped immediately and before the end of a period allowed for compliance with an Enforcement Notice.

9.2 Public Sector Equality Duty

Section 149 of the Equality Act 2010 sets out the Public Sector Equality Duty. This places a duty on public authorities, in exercising their functions, to have due regard to the need to:

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

For planning enforcement, this means that officers, where they are aware, will have regard to the potential impact on any person with a protected characteristic or group of persons that share a protected characteristic that are either likely to be affected by the proposed action or likely to be affected by a breach of planning control.

Officers will also endeavour to make all communications as clear as possible by avoiding planning jargon or sufficiently explaining it to ensure it is understood, providing written communications in larger text or another language if requested, make any reasonable adjustments that have been requested and where necessary, by visiting people at their home to discuss any breach of planning control that directly affects their living conditions or any action that will have a material effect on their quality of life. Officers can be contacted by responding directly to any received

correspondence or through the Council's Customer Service Team if you would like to discuss any of the above provisions. All methods of contacting the Customer Services Team can be found here: <https://www.nwleics.gov.uk/pages/contacts>.

10. Implementation and Monitoring

10.1 Implementation

This plan sets out how the Planning Enforcement team will respond to suspected breaches of planning control so that the process is as clear as possible. It will, therefore, be implemented by all officers in the Planning Enforcement team, overseen by the Planning and Development Enforcement Team Leader, Planning and Development Team Manager and Head of Planning and Infrastructure, and its effectiveness will be monitored as below.

10.2 Monitoring

To ensure that the Plan remains up-to-date and provides a robust basis for an effective and efficient planning enforcement service, performance of the service will be reported to Planning Committee bi-annually, and the Plan itself will be reviewed every three years, unless there is a significant change in legislation that necessitates an earlier review.

In terms of monitoring the performance of the Planning Enforcement service, the key aim of the service is to secure successful outcomes to breaches of planning control, and that is not easy to quantify given that reportable numbers only go some way to demonstrating success. For example, a case may be open for a year or more while officers work informally with somebody who is complying with their requests to carry out works to remedy the situation. At the end of that process, the Council may have secured an outcome that results in a good situation in planning terms. This has avoided the need to serve a formal notice that takes significant officer time and therefore resources are reduced for other cases. The notice may then be appealed which takes more resource to draft statements and perhaps arrange and attend a Hearing or Inquiry. The appeal takes the situation out of the Council's control in terms of timescales and outcome, meaning that it could take a further year or more and the result could be that the appeal is allowed. The number of notices served and the amount of time it takes to close a case is therefore not always a good indicator of performance. It could even be considered that a high number of notices served indicates a failing service, as it may be as a result of officers being unable to effectively respond and intervene at an early stage, or an inability to negotiate good outcomes otherwise.

A more suitable measure of performance is, therefore, how quickly the Council responds to enquiries alleging a suspected breach of planning control. A fast response can often 'nip it in the bud', either by making someone realise they are breaching planning control, stopping ongoing works before more irreparable harm is done, and getting the ball rolling for any subsequent action required (inviting a retrospective planning application or negotiating other works). The ability to respond to enquiries in accordance with the priorities set out in this Plan is, therefore,

considered a good indicator of whether the right amount of resource is being directed to the right things. This, coupled with a regular review of total open cases and the number of historic or stagnated cases, and the number of any founded complaints received about the service, to be reported to Planning Committee bi-annually, is considered to be as far as data can show an appropriate measure of a responsive, effective and efficient planning enforcement service.

Appendix A – Explanation of transitional period for enforcement action time limits following the provisions of the Levelling-up and Regeneration Act 2023

The time limits for taking enforcement action have changed through the provisions of the Levelling-up and Regeneration Act 2023, which came into force on 25 April 2024. The time limits are set out in [section 171B of the Town and Country Planning Act 1990](#) (see also [The Planning Act 2008 \(Commencement No. 8\)](#) and [Levelling-up and Regeneration Act 2023 \(Commencement No. 4 and Transitional Provisions\) Regulations 2024](#) for transitional arrangements).

The new legislation means that the date breaches of planning control may become immune from enforcement action depends on whether the breach commenced before or after 25 April 2024.

In most cases (apart from the exemptions listed in the ‘Immune from action’ section at 6.1), development becomes immune from enforcement if no action is taken:

- within 10 years of substantial completion for a breach of planning control consisting of operational development where substantial completion took place on or after 25 April 2024;
- within 10 years for an unauthorised change of use to a single dwellinghouse where the change of use took place on or after 25 April 2024;
- within four years of substantial completion for a breach of planning control consisting of operational development where substantial completion took place before 25 April 2024;
- within four years for an unauthorised change of use to a single dwellinghouse where the change of use took place before 25 April 2024; or,
- within 10 years for any other breach of planning control (essentially other changes of use).

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COMMUNITY SCRUTINY COMMITTEE – THURSDAY, 19
SEPTEMBER 2024

Title of Report	LEISURE CENTRES ANNUAL REVIEW	
Presented by	Paul Sanders Head of Community Services	
Background Papers	Leisure Centres 2022/23 Annual Review report to Community Scrutiny – September 2023	Public Report: Yes, apart from Appendices D and E which are confidential
Financial Implications	The financial implications are set out in Section 4 of the report and Appendices D and E	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	None	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	None	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To update members on the performance of the leisure partnership with Everyone Active for the period May 2023 to April 2024 (year 5 of the partnership).	
Recommendations	THAT COMMUNITY SCRUTINY COMMITTEE NOTES AND COMMENTS ON THE PERFORMANCE OF THE LEISURE PARTNERSHIP WITH EVERYONE ACTIVE FOR THE PERIOD MAY 2023 TO APRIL 2024 (YEAR 5 OF THE PARTNERSHIP).	

1.0 BACKGROUND

- 1.1 The leisure partnership commenced on 1 May 2019 when Everyone Active (EA) was appointed as the Council's partner to manage the leisure centres in Whitwick and Ashby, currently Whitwick and Coalville Leisure Centre (WCLC) and Ashby Leisure Centre and Lido (ALCL).
- 1.2 As part of the performance management of the leisure centres, an annual report is presented to Community Scrutiny Committee outlining performance for the previous year, alongside the impacts and outcomes some of the services delivered have had on improving the health and wellbeing of residents.
- 1.3 The last Leisure Centres Annual Review report for 2022/23 was presented to Community Scrutiny in September 2023 (see background papers). At this meeting it

was requested that postcode and socio-economic data, to demonstrate the effectiveness of schemes such as Club Activ8, Leisure Link and Community Outreach, be reported on in future reports. The collation and monitoring of this data commenced in April 2024 as part of the Everyone Active Community Wellbeing Plan 2024/25 and so whilst an overview of progress to date will be given as part of this report, full data analysis will not be available until the 2025 Leisure Centres Annual Review report.

- 1.4 Members will receive a presentation from Council and Everyone Active officers. Attached at **Appendix A** is a copy of Everyone Active’s Annual Services Report which gives more details on service provision during the period 1 May 2023 until 30 April 2024 in addition to the report detail below.

2.0 KEY PERFORMANCE INDICATORS

- 2.1 There are a number of key performance indicators used to monitor performance of the leisure centres. These include:

Levels of Participation

- 2.2 Participation targets are set out in the contract and were initially based on historical usage at Hermitage and Hood Park Leisure Centres. However, these have been reviewed and revised due to the impact of the Covid pandemic.
- 2.3 Below is an overview of participation against targets for year five of the contract as compared to year four;

	Q1	Q2	Q3	Q4	Total
2022/23 Actual	304,991	304,543	275,132	325,829	1,210,495
2023/24 Actual	336,332	345,025	283,608	320,978	1,285,943
2023/24 Predicted	290,031	300,846	261,376	303,046	1,155,299
2023/24 Difference between Actual and Predicted	+46,301	+44,179	+22,232	+17,932	130,644

- 2.4 The table below highlights the monthly usage at each site against target:

Centre	May 2023	June 2023	July 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar2024	Apr 2024	Totals 2023/2024
ALC & Lido Target	34,087	33,645	35,403	36,028	31,770	30,935	30,921	21,608	35,128	35,478	37,255	35,447	397,705
Actual	38,250	50,893	40,451	49,069	39,976	33,695	34,272	26,156	34,201	34,181	35,489	33,967	450,600
Difference	+4,163	+17,248	+5,048	+13,041	+8,206	+2,760	+3,351	+4,548	-927	-1,297	-1,766	-1480	+52,985
W&CLC Target	62,645	63,335	65,002	70,021	62,622	65,735	66,316	45,861	65,145	65,923	64,117	64,236	760,958
Actual	70,908	69,170	71,954	75,916	67,659	69,544	68,527	51,414	70,493	73,197	73,417	73,354	835,553
Difference	+8,263	+5,835	+6,952	+5,895	+5,037	+3,809	+2,211	+5,553	+5,348	+7,274	+9,300	+9,118	+74,595
Total Target	96,732	96,980	100,405	106,049	94,392	96,670	97,237	67,469	100,273	101,401	101,372	99,683	1,158,663
Actual	109,158	120,063	112,405	124,985	107,635	103,239	102,799	77,570	104,694	107,378	108,906	107,321	1,286,153
Difference	+12,839	+23,083	+12,000	+18,936	+13,243	+6,569	+5,562	+10,101	+4,421	+5,977	+7,534	+7,638	+127,490

2.5 It is pleasing to note that actual usage in 2023/24 exceeded targets at both sites for the year, and that there was also an increase of 75,448 visits to the leisure centres compared to 2022/23.

2.6 The table below gives an overview of targeted participation at both sites:

Targeted	Target May 23 – April 24	Actual May 23 – April 24	Variance (+/-)	% Increase/Decrease
Under 5's	94,370	95,865	1,495	1.5%
5 – 10	201,043	194,245	-6,798	-3.4%
11- 16	94,603	95,655	1,349	1.4%
Club Activ8 Schools	38	38	0	0
CA8 Card Holder Usage	24%	18.6%	-5.4%	-22.4%
Over 60's	49,572	50,610	1,038	2.1%
Accessible Users	2,590	2,728	138	5.3%
Club Engagement	57	58	1	1.7%
Community Activities	74	76	2	2.7%

2.7 Participation rates by targeted groups generally exceeded targets, and this can be attributed to the following factors:

- An increase in the number of external weekly partner led sessions including Clubs Complete After School club, Enrych inclusive session, and an extended After School Club Badminton session.
- An increase in Pickleball sessions.
- The addition of Space SK8 sessions.
- Additional engagement with local schools to deliver learning, skills, achievement and celebration events within the centres.

- Refinements to the swimming pool programmes to include additional casual, laned, and fun-based child and family sessions.

2.8 The failure to hit target in the 5-10 years age group and Club Activ8 is predominantly down to the following;

- A reduction in swim lesson attendances and school swimming sessions.
- The removal of a number of active Club Activ8 users who were not eligible to participate in the scheme.
- A more targeted approach to Club Activ8 with a view to engaging children in more deprived areas and who would not normally partake in physical activity.

Membership Levels

2.9 The table below shows a decrease in fitness members across each site:

	April 2023	April 2024	Decrease
WCLC	3,933	3,702	-231
ALCL	1,672	1,635	-37
Total	5,605	5,337	-268

2.10 The reduction in membership levels can be directly attributed to the opening of Pure Gym in Coalville. Despite this, casual attendance of the fitness room and fitness classes increased during the year meaning that overall fitness usage increased from 488,108 in 2022/23 to 518,768 in 2023/24. However, the reduction in memberships has had a detrimental impact on income levels.

2.11 The table below shows a decrease in swimming lesson members across both sites:

	April 2023	April 2024	Decrease
WCLC	2,154	1,972	-182
ALCL	1,378	1,183	-195
Total	3,532	3,155	-377

2.12 The reduction in swimming lesson members is due to the amount of local competition within the district that far exceeds the amount that would normally be expected within an area of this size and population, with six direct competitors. Despite this, casual swimming attendances have increase during the year meaning that overall swimming usage has increased from 529,476 in 2022/23 to 550,457 in 2023/24. However, the reduction in memberships has had a detrimental impact on income levels.

Utility Consumption

2.13 EA is committed to supporting the Council to achieve its net carbon zero ambitions through the reduction of utility consumption and carbon emissions. Interventions funded and supported by EA to facilitate reductions in 2023/24 include:

- A further replacement of internal lighting at ALCL with LED lamps
- A refinement of the Building Management System (BMS) so that pumps can be ramped down more effectively overnight and at quieter times.
- Automated Meter Readings which provide half hourly usage data
- The delivery of an Environmental Improvement Plan
- Supporting a successful funding bid to Sport England of £242,000 for additional solar panels at WCLC.

2.14 The tables below show the utility consumption at each site in 2023/24 (year five of the contract) as compared to 2022/23 (year four), which highlights the following:

- A reduction of 149,341 kwh of electricity used, or 27%
- An increase of 323,853 kwh of gas used, or 7.5%

The increase in gas usage can be attributed to longer running hours and improved efficiency of running the Combined Heat and Power (CHP) units at each site which turn gas into electricity thereby making a financial saving, as well as the increased usage at each site.

Partnership Year 5	Whitwick & Coalville	Ashby LC	Total
Gas (kWh)	2,196,373	2,266,485	4,462,858
Electricity (kWh)	270,532	124,499	395,031
Total (kWh)	2,466,905	2,390,984	4,857,889

Partnership Year 4	Whitwick & Coalville	Ashby LC	Total
Gas (kwh)	2,108,651 kwh	2,030,354 kwh	4,139,005 kwh
Electricity (kwh)	377,216 kwh	167,156 kwh	544,372 kwh
Total (kwh)	2,485,867 kwh	2,197,510 kwh	4,683,377 kwh

3. OUTCOMES

3.1 The contract initiated the appointment of an Active Communities Manager which is integral to ensuring delivery of outcomes. Although employed by EA, a large proportion of their time is spent working as part of the NWL Health and Wellbeing team to ensure there is a joined up and synergised approach to delivering outcomes and supporting delivery of the NWL Health and Wellbeing Strategy and targeted groups within the Sport and Physical Activity Commissioning Plan. This work is underpinned by delivery of the EA Community Wellbeing Action Plan, and the 2023/24 version of this can be found at **Appendix B**. The Action Plan includes a number of outcomes, some of which are captured below.

Improving Health and Wellbeing and Reducing Health Inequalities

3.2 Examples of this during 2023/24 include:

- A social value return of £712,974 for NWL residents on improved physical and mental health. This is calculated based on the health care cost savings for eight identified health outcomes (depression, dementia, back pain, hip fractures, type 2 diabetes, colon cancer, breast cancer, and CHD/stroke) based on the reduced risk and prevented cases combined with the reduced GP visits and psychotherapy usage for physically active people
- A social value return of £2,260,413 for NWL residents on improved subjective wellbeing. This refers to the increase in life satisfaction. It is calculated by multiplying the value of increased wellbeing derived from a participant's engagement in sport by the number of people taking part
- Working in partnership with the Vita Health Group, 12 EA staff have been trained in Talking Therapies Mental Health support and an information event on mental health and support services saw 40 centre user interactions

- Working in partnership with Ivanhoe School, delivery of an Increasing Activity Awareness project which targeted and engaged 12 sedentary children and saw full attendance over a six week programme based in the fitness room
- The training of a Walk Leader and the delivery of an Active Mums walk from WCLC
- Ten EA staff trained as Mental Health First Aiders (Level 2)
- The appointment of two EA staff as Menopause Champions
- The delivery of a Health and Wellbeing Roadshow to which 250 attendees visited 40 stall holders
- 22 previously inactive NWL residents are now achieving 150 minutes of moderate physical activity per week following attendance on a twelve-week Exercise Referral Course
- 24 previously inactive NWL residents are now achieving two sessions of resistance training per week following attendance on a twelve-week Exercise Referral Course
- 76% of those who completed the twelve-week Exercise Referral Course stated that their health was either somewhat better or much better than prior to the course
- 24% of those who completed the twelve-week Exercise Referral Course stated that they had made fewer visits to their health care practitioner
- 100% of those who completed the twelve-week Exercise Referral Course stated that they were either somewhat likely or very likely to continue being active
- 16 previously inactive NWL residents are now achieving 150 minutes of moderate physical activity per week following attendance on a Cardiopulmonary Course
- 9 previously inactive NWL residents are now achieving two sessions of resistance training per week following attendance on a Cardiopulmonary Course
- 13 attendees of the Cardiopulmonary Course stated they were very likely to continue with physical activity

3.3 The interventions and initiatives being delivered by the partnership extend beyond health outcomes:

Providing Local Economic Benefit

3.4 Examples of this include:

- The appointment of 35 new members of leisure centre staff who live within the district
- 91 weekly sessions delivered in partnership with local clubs and organisations
- The delivery of national events that draw audiences from wider afield than North West Leicestershire. It is anticipated the events programme delivered between May 2023 and April 2024 brought £833,521 of economic benefit to North West Leicestershire through participants using local taxi firms, hotels, pubs, and eateries, an increase of £127,665 on the previous years' amount of £705,856.

Attendee Type	Number of Attendees	Local Spend Value Per Head (£)	Value (£)
Non-Local Resident	10,120	41-67	421,700
Local Resident	21,505	19-15	411,821
Total	36,625	N/A	833,521

- As highlighted in the table below, a total value of £315,717 in ongoing discounted or free usage arrangements with local community partners, a 44% uplift on the previous year's £218,284;

Description	Number	Unit Value (£)	Total Value (£)
(CA8) Primary School	20,267	3-50	70,934
(CA8) Upper School	26,740	8-80	235,312
Talented Athletes Complimentary Annual Membership	7	399-90	2,799
Complimentary Swim Pass	36	5-25	189
Disabled User Complimentary Passes	20	3-95	79
Various Requests Complimentary Passes	98	10-75	1,054
NWLDC Employee Membership Discount	25	100-00	2,500
NWLDC Event & Local Team Sponsorship	6	Various	2,550
School Sports Partnership (SSP) Events	6	50-00	300
Total			315,717

Supporting Safe and Inclusive Neighbourhoods

3.5 Examples of this include:

- A social value return of £1,032,300 for NWL residents on improved social and community development. This represents the reduction in crime rates for young males and the social capital based on improved networks, trust, and reciprocity
- Assisting with the delivery of four Making Every Contact Count (MECC) training sessions to twelve EA and thirty NWLDC staff
- Working in partnership with the Youth Justice System, nine children and young people identified as likely to participate in anti-social behaviour have been engaged in using the leisure centres.

Educating, protecting and providing opportunities for young people

3.6 Examples of this include:

- A social value return of £29,832 for NWL residents on improved individual development. This refers to the improvement in educational attainment and higher starting salaries gained through participating in sport at university
- The appointment of 24 new members of leisure centre staff aged under 19

- The hosting of a Collaborative School event aimed at giving district based children basic and essential skills, to which 120 children from eight schools attended
- Supporting delivery of the REACH programme by facilitating access to the fitness rooms and sports halls for eight students at risk of exclusion as part of an intervention aimed at engaging them back into education
- Supporting four NWL Care Leavers with free activities in the leisure centres
- One apprenticeship delivered who is now employed in the leisure centres
- Fourteen work experience placements delivered to students from nine different schools

Providing high quality services

3.7 Examples of this include:

- WCLC secured an 'Excellent' Quest assessment banding, the highest banding possible and ranking it in the top 22% of over 700 assessed leisure centres in the country, to add to the previous banding of 'Very Good' that ALCL secured in 2022/23
- WCLC was shortlisted in the 2023 annual UK Active Awards Regional Centre of the Year.

Postcode and Socio-Economic Data

3.8 At the presenting of the 2022/23 Leisure Centres Annual Review report to Community Scrutiny in September 2023, it was requested that postcode and socio-economic data be used to demonstrate the effectiveness of schemes such as Club Activ8, Leisure Link and Community Outreach, and this be reported on in future reports.

3.9 The Exercise Referral Scheme and Club Activ8 have been selected as pilot projects and the collation of data to understand where users who attend these sessions live, which localities should be targeted, and the effectiveness of this targeting commenced in April 2024 for the reporting year 2024/25. Consequently, further detail will be reported to Community Scrutiny as part of the 2024/25 Leisure Centres Annual Review Report.

3.10 A copy of the 2024/25 EA Community Wellbeing Action Plan can be found at **Appendix C**.

4. FINANCIAL PERFORMANCE

4.1 The contract with EA stipulates that a management fee will be paid annually for each contract year from May until April due to the contract commencing on 1 May 2019. Details of this can be found in **Appendix D**.

4.2 In addition to the management fee, there are three further factors within the leisure contract which impact on the Council's financial position. These are surplus share, utility benchmarking, and National Non-Domestic Rates (NNDR).

Surplus Share

4.3 As part of the contract, EA has projected their income and expenditure for each site on an annual basis. Any surplus above the financial projections, based on a rolling three-year average, results in a profit share between EA and the Council. Details of this can also be found in **Appendix D**.

- 4.4 As EA is still awaiting some outstanding year end utility bills for 2022/23 and 2023/24, and due to it being calculated on a rolling three-year average, the amount of surplus share is still to be finalised for 2021/22, 2022/23 and 2023/24. It is anticipated that the Council may receive a nominal surplus share payment for 2023/24 due to better than anticipated performance, although the impact of Covid means that a surplus share payment for any years previous to this is unlikely.

Utility Benchmarking

- 4.5 The current leisure contract with EA includes a utility benchmarking clause which allows either party to call for a utility benchmarking exercise if energy prices increase or decrease by amounts greater than inflation.
- 4.6 This is a standard clause within the sector recommended by Sport England as best practice through their procurement methodology template for leisure contracts. This approach was an integral aspect of the Council's decision making at Cabinet in 2017 and 2018 to appoint a leisure partner.
- 4.7 Utility benchmarking is included in leisure contracts to ensure that councils only pay for the actual utility costs and leisure partners do not price in risk factors for increased utilities as part of their submission bids which may never occur and, therefore, the council ends up paying for inflated utility costs. In addition, it only relates to increased prices and EA take the risk on increased consumption.
- 4.8 As a result of the significant increases in energy costs, EA triggered the utility benchmarking during the financial year 2022/23. This is a one-off trigger that then applies permanently unless either the Council or EA trigger it again.
- 4.9 Any surplus share generated in 2023/24 will be used to offset the costs of utility benchmarking, with any additional costs above and beyond the amount of the surplus share generated being covered from the management fee, meaning this amount may be reduced.
- 4.10 In order to help mitigate against the impact of rising utility costs, EA has taken a number of actions as highlighted in section 2.13. It is anticipated that the installation of additional solar panels at WCLC as funded by Sport England will affect the Council a saving which will also be used to offset the costs of utility benchmarking.
- 4.11 It is also hoped that capital funding can be secured through the Council's budget setting process for 2025/26 to install solar panels at ALCL which would have a further positive impact on utility benchmarking costs.

National Non-Domestic Rates (NNDR) (Business Rates)

- 4.12 As part of building WCLC, the business rates for the centre were estimated based on those being paid at Hermitage Leisure Centre. As part of the contract with EA, the Council is liable for any unforeseen increases to the anticipated business rates.
- 4.13 As WCLC has been considerably busier than anticipated, the business rates are higher than estimated. Consequently, the Council is liable for the difference.
- 4.14 In order to mitigate against the increase in business rates, EA has engaged a specialist who is in the process of challenging the rateable value of WCLC with a view to reducing the amount of NNDR payable.

4.15 **Appendix E** gives a financial overview of the contract as a whole for NWLDC's financial year (April until March) for the duration of the contract. This includes the following:

- Management Fee
- An estimated annual inflationary increase to the Management Fee (CPI)
- The estimated financial impact of the installation of solar panels at WCLC and ALCL
- Estimated utility benchmarking costs
- Estimated NNDR costs prior to the challenge being made
- Estimated surplus share payments

Policies and other considerations, as appropriate	
Council Priorities:	- Communities and housing - Clean, green and Zero Carbon
Policy Considerations:	Supporting delivery of the NWL Health and Wellbeing Strategy and the Zero Carbon Project
Safeguarding:	None
Equalities/Diversity:	None
Customer Impact:	Ensuring customers have access to high quality and affordable leisure facilities
Economic and Social Impact:	As highlighted within the report
Environment, Climate Change and zero carbon:	As highlighted within the report
Consultation/Community Engagement:	None
Risks:	None
Officer Contact	Paul Sanders Head of Community Services paul.sanders@nwleicestershire.gov.uk



NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

LEISURE SERVICE PARTNERSHIP



YEAR 5 - MAY 2023 – APRIL 2024



Whitwick & Coalville LC and Ashby LC & Lido



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ANNUAL SERVICES PERFORMANCE REPORT

1. Scope of Report and Definitions

The Leisure Services Partnership Report collates two main report functions in one concise document..

- Summary of Monthly Performance Requirements
- Analysis Of The Annual Performance Requirements

The Leisure Services Report also meets the reporting need of the Authority's Outcomes strategic Objective 1 – Improve the Health and Wellbeing of Residents, as detailed in 1.5 of the Services Specification. In addition to that it contributes to the ethos of other objectives, such as providing local economic benefit, supporting safe and inclusive neighbourhoods, providing opportunities for young people, providing high quality services, and being environmentally aware and proactive.

The Annual Reporting Schedule (ARS) is shown in [Section 13](#). It consists of 25 reports including this one, 24 being required under the terms of the partnership contract and one (Club Activ8 Annual Report) being a document volunteered by Everyone Active. Copies of these reports sit within EA's L-Drive. In addition to that NWLDC set up a shared drive in 2022, in which these documents are stored and collectively accessed.

The Performance Monitoring Report (PMR) is a document submitted monthly/bi-monthly, detailing outcomes against the respective headings identified in the Monthly Performance Requirements, including the measurement of delivery to that point, and any failures to meet the performance standards as set out in the Services Specification. 'Full' reports are issued on a bi-monthly basis, whilst 'Interim' condensed reports are issued in tandem with that.

2. Services Specification Performance Requirement Reference

The table below references the Services Specification performance requirement.

Services Specification Performance Requirements	Services Specification Performance Reporting	Services Specification	Annual Services Report Reference
Programme of Use	Part 1C & 1D – Availability	1.22.11 & 1.22.31	Programme and Events
Equipment	Part 1D – Availability	1.24	Service
Maintenance of Building Plant Equipment	Part 1C - Monthly	1.16	Service
Cleaning	Part 1C – Monthly	1,11	Service
Environment Management	Part 1C – Monthly	1.12	Environment
Customer Complaints and Feedback	Part 1C – Monthly	1.13	Service
NWL Physical Activity, Health & Economic Support Outcomes Framework.	Part 1C – Monthly	1.19a	Sports Development & Reducing Health inequalities
Annual Marketing Plan	Part 1C – Monthly	1.19.17	Customer
Major Incident Reporting	Part 1C – Monthly	1.19.c	Health and Safety
Lighting Report	Part 1D- Annual	1.31	Health and Safety
Fire Certificate	Part 1D – Annual	1.23.7	Health and Safety
Electrical Certificates	Part 1C – Annual	1.16.7	Health and Safety
Operational Expenditure and Income	Part 1C – Monthly	1.19.63	Financial
Performance Monitoring Report	Part 1C – Monthly	1.19.63	Scope of Report
Annual Services Report	Part 1C – Annual	1.19.65	Scope of Report
Annual Outcomes Report	Part 1B – Annual	1.5	Authority Priorities / Outcomes
Quest Accreditation	Part 1D – Annual	1.6	Quality Assurance
Participation Targets	Part 1D – Monthly	1.7	Participation

PARTNERSHIP YEAR 5

HEADLINE NEWS

4% INCREASE – SWIM
PARTICIPATION



6% INCREASE – GYM &
CLASS PARTICIPATION

12 COLLEAGUES TRAINED
IN TALKING THERAPIES



39 CPD QUALIFICATIONS
ATTAINED



35 NEW DISTRICT BASED
EMPLOYEES RECRUITED



13% INCREASE – SPORT &
ACTIVITY PARTICIPATION

10 LEVEL 2 MENTAL
FIRST AIDERS TRAINED



10% INCREASE – SOCIAL
VALUE RETURN (£)

18% INCREASE – EVENT ALIGNED
INCOME BENEFIT TO NWL



9 YOUTH JUSTICE SCHEME (YJS)
CLIENTS ENGAGED



21 NEW ACTIVITIES
ADDED

1.29 MILLION
CUSTOMER VISITS

£4.03 MILLION – SOCIAL
VALUE RETURN



HEALTH & WELLBEING
ROADSHOW – 40 PARTNERS /
250 ATTENDEES

£834K – EVENT ALIGNED
INCOME BENEFIT TO NWL



42 MAKE EVERY CONTACT
COUNT (MECC) TRAINING
SESSIONS DELIVERED

21 – W&CLC – DISPLAY ENERGY CERTIFICATE (DEC)



£4,911 RAISED FOR DEMENTIA UK

600 ATTEND NWL SCHOOLS ORIENTEERING EVENT

14 WORK PLACES DELIVERED

2 LIVES SAVED



QUEST 'EXCELLENT' @ W&CLC



8 STUDENTS ENGAGED – REACH SCHOOLS EXCLUSION PROJECT

38 SCHOOLS REGISTERED CLUB ACTIV8 (CA8)

ADAM PEATY MAKES A SPLASH @ WHITWICK

£316K FREE ACTIVITY & COMMUNITY SPONSORSHIP PROVIDED

£242K SWIM ENGLAND SPSF FUNDING SECURED IN PARTNERSHIP WITH NWLDC



76,590 NWL BASED EA CARD HOLDERS

95 YEARS YOUNG – ASHBY LEISURE CENTRE & LIDO

95.1% W&CLC – HEALTH & SAFETY AUDIT



2% INCREASE – OVER 60's PARTICIPATION



82 EVENTS DELIVERED

5.6 COMPLAINTS PER 10,000 VISITS

W&CLC – 4.3*/5 – GOOGLE REVIEWS

1.14 ACCIDENTS PER 10,000 VISITS



5.3% INCREASE – ACCESSIBLE USER PARTICIPATION

95.6% ASHBY LC & LIDO – HEALTH & SAFETY AUDIT

33/35 COMMUNITY HEALTH & WELLBEING OUTCOMES DELIVERED

47

3. Participation

The period May 2023 – April 2024 represented the fifth year of NWLDC’s partnership with Everyone Active, following the formers decision to outsource its leisure centre service from May 2019.

The year commenced just over fourteen months after the opening of the £23 million Whitwick & Coalville Leisure Centre, and on the back of a short period of both unprecedented, and to a degree unexpected usage growth when aligned to Everyone Active’s tender submission of 2018.



During the period 14th February 2022 (day the new centre opened) and 30th April 2022, average weekly usage levels increased by 250%, with fitness memberships rising from 1,472 to 3,514, and swim lesson pupils from 1,442 to 1,825; However, whilst these figures were understandably celebrated and deemed highly encouraging, they included a degree of swim pupil customer migration from Ashby Leisure Centre & Lido.

The success of the new centre subsequently continued into Partnership Year 4, however due to a combination of factors such as facility capacity limitations, increased local competition particularly within swim lesson delivery, and the centre no longer being viewed as ‘new and exciting’, Partnership Year 5 saw certain areas of participation such as fitness gym and swim lesson pupils decrease, whilst others such as sports hall-based activities and events experienced growth. Particularly pleasing aspects of this were noted within inclusive user and young people usage categories.

3.1 Swimming (+ 4%)

Participation for Swimming and Swimming Lessons combined was **550,457** compared to **529,476** in 2022/23. A **4%** year on year increase.

These figures are particularly encouraging given that swim lesson pupil numbers across the two centres dropped in Partnership Year 5 from **2,154** to **1,972** at Whitwick & Coalville and **1,378** to **1,183** at Ashby. Combined this represented a drop from **3,532** to **3,155 (11%)** in the face of significant levels of competition that saw the centres competing for localised swim lesson custom against six other operators, as opposed to the expected one or two that would be usually found within a district of this size, populace and dynamic.



This drop in swim lesson pupil usage was offset and slightly increased upon as result of four main factors;-

- Additional casual, family, and lane swimming sessions being added to the programme.
- The addition of fun-based child and family sessions.
- Increased school lesson provision
- Strong marketing including social media that led to both centres regularly featuring towards the top of casual swim session % utilisation tables across Everyone Active's East Region portfolio of 46 centres with pools.

Whilst its impact has diminished over time, one of the positive impacts of the Covid-19 pandemic on pool related activity was the introduction of pre-bookable swimming, which was subsequently continued beyond the lifting of restrictions. Customer feedback consistently echoed a message of support for pre-bookable swimming for all the indoor pools and Lido at Ashby, with users able to see on-line that sessions were limited in terms of numbers (although this had always been in place) and that they could guarantee themselves a place within them as opposed to leaving things to chance.

This continues to prove particularly popular with users of the Lido and led to an immediate cessation of the historic long-term issue of restless and occasionally volatile queues of users, sometimes denied the opportunity to use the facility due to unexpected or high demand. It also allowed the staff team to better plan rotas and resource levels.

Cold Water Swimming sessions were initially trialed at Ashby Lido in September 2021, representing the first time that this had taken place since heating was introduced to the facility. The sessions were implemented as part of the collaborative partnership with the Ashby Lido User Group, and on the back of meeting the agreed target of 'cost neutral delivery' they have continued.

The Lido enjoys its 95th birthday this year and remains the last standing public lido facility within the East Midlands. Significant works to the tune of **£90,000** were undertaken in advance of the 2023 Lido season that saw the tank fully relined. Whilst this addressed issues relating to water loss, water ingress issues at the deep end remained, with further works undertaken to address this prior to the 2024 Lido season.

In addition to refurbishment works, ascetic improvements were made in several areas of the Lido that have led to long service colleagues and users alike commenting that the facility has never looked as good as it currently does. The decision taken in 2020 to replace the former learner Lido with a children's beach play facility and beach shack style catering concession has proved to be a good one, with the Ashby-by-the-Sea branding that has been aligned to these changes resonating well with both users and the regional media who continue to champion and celebrate the facility.

3.2 Gym & Group Exercise Classes (Includes Other) (+6%)

Participation in the fitness gym and exercise classes across the two sites was **518,768** for the Partnership Year, compared to **488,108** in 2022/23. A **6%** rise.

In line with swimming, this outcome has been achieved despite a decrease in fitness members (swimming – swim lesson pupils) across the partnership year that saw Whitwick & Coalville reduce from **3,933** to **3,702** and Ashby from **1,672** to **1,635**. Combined a reduction from **5,605** to **5,337** (-5%).



The overall increase in gym and groups exercise usage despite the reduction in fitness members was attributable to four main factors;-

- Average fitness member weekly usage patterns increased at Whitwick & Coalville as a result of improved equipment accessibility, and at Ashby as a result of increased personal training trends.
- Virtual class usage levels at both centres increased, with participation at Whitwick & Coalville the highest amongst Everyone Active's East Region portfolio of 76 centres with fitness facilities
- Increases being made to the instructor led class provision.
- Increased casual fitness gym and class usage.

At the outset of Partnership Year 5 Everyone Active undertook a costed feasibility study into the potential to increase the size of the fitness gym at Whitwick & Coalville from 110 stations (items of equipment) to 127 given that at the outset of the year the member to station ratio was 36:1 against an industry ideal standard of 30:1. The proposal had been to extend the fitness gym into the rear section of the first floor, however as subsequently substantiated rumours of Pure Gym opening a new facility within Coalville grew it was decided to put the project on hold.



3.3 Sports and Activities (+13%)

Sports and Activities realised a combined usage of **185,303** in Partnership Year 5 compared to **164,417** in **2022/23**, representing a **13 %** increase.

User trends within this area of our delivery continue to be viewed as an 'example of best practice' within Everyone Active's portfolio of 214 centres with sports halls. 2023/24 average sports hall usage sat at **38%** due to limited day time demand, however Ashby's Partnership Year 5 usage was **54%**, Whitwick & Coalville's was **69%**. The latter was particularly impressive given that the sports hall is of eight court design against the standard four or six usually found.

These outcomes were attributable to four key factors:

- An increase in the number of external weekly partner led sessions at both centres, particular Ashby on the back of a strategic engagement 'taster plan' being implemented to increase levels of participation within the sports hall there.
- Improved attendances within externally delivered seasonal sessions that were already in place i.e. holiday activity programmes.
- Increased attendance to internally delivered weekly sessions i.e. gymnastics and trampoline.
- Additional engagement with local schools to deliver learning, skills, achievement and celebration events within the centres.

As part of the above Enrych (Mental Health & Disability Charity) added multi-sport sessions to the programme at Ashby on the back of successfully establishing and developing them at Whitwick & Coalville. In addition to that our holiday activity partner, Tayplay introduced Space SK8 roller skating at Ashby that subsequently enjoyed between 40-65 users per week, whilst Clubs Complete established a daily weekday After School Club at Ashby that quickly established 15 attendances per day.

Internally delivered sessions such as badminton, trampoline, and gymnastics continued to be well attended, with numbers surpassing over 200 per week in Partnership Year 5. In addition to that we hosted our first ever schools Health & Wellbeing Roadshow at Whitwick & Coalville Leisure Centre working in collaboration with over 30 partner organisations, as well as Vocal Ease featuring 400 pupils from six district based junior schools.

3.4 Events (+11%)

Events realised a cross site usage of 31,625 in Partnership 5 compared to 28,434 in 2022/23, representing a 11% increase.

Both the former Hermitage Leisure Centre and Ashby Leisure Centre & Lido enjoyed a long and proud tradition of hosting a diverse programme of events, ranging from local and regional fayres and boxing shows to internationally acclaimed occasions such as Armageddon Darts and the Larpcn Festival.

Due to the design of the sports hall at the new Whitwick & Coalville Leisure Centre, which has a sprung floor and no tiered seating, the facilitating of previously hosted large scale spectator events such as Armageddon Darts and One Nation Boxing at the venue are impractical. As such, tiered seating was moved from the former Hermitage Leisure Centre to Ashby Leisure Centre & Lido in 2022, with a view to migrating as many events as possible to the latter, including medium sized spectator events such as Megaslam Wrestling and Motiv8 Boxing; however, there was an acceptance that the continued hosting of major spectator events was no longer possible.

This has subsequently proved to be successful with Partnership Year 5 representing a third successive year of event related usage increase. As part of this, Ashby Leisure Centre hosted five highly successful boxing events in conjunction with Ashby based partner Motiv8, whilst in addition to this the centre hosted a well-attended Peter Kay comedy tribute evening as well as the annual NWL Sports Awards for the first time.

Due to weekly usage demands on the sports hall at Whitwick & Coalville, along with the aforementioned operational confinements we are limited in terms of events, however, the facility was still able to host the two biggest events that we stage, Larpcn and Larpcn Revisited, which collectively saw over 5,000 visitors pass through the doors of the centre. In addition to that the centre continues to host long-established dog shows and fayres that are too big to migrate to Ashby.

3.5 Overall Participation

Overall participation for the period May 2023 – April 2024 was 1,286,153 compared to 1,210,435 for the same period the previous year. A 6% increase. It was broken down as follows:

Table 3.5.1 – 2023/24 Participation

	May 23	June 23	July 23	Aug 23	Sept 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	Total
Activity	5,752	4,667	5,453	7,359	5,653	7,159	6,204	5,136	7,285	7,582	6,915	7,757	76,922
Gym	27,822	27,192	26,156	27,288	26,486	26,516	27,328	21,328	31,888	30,231	28,429	29,875	330,449
Sports	8,680	8,459	9,002	8,117	8,190	8,803	8,645	8,131	10,101	9,939	10,367	9,947	108,381
Swim	47,487	61,028	53,965	62,973	48,900	41,006	38,644	29,622	39,219	42,741	42,398	42,474	550,457
Other	16,907	15,427	15,499	16,513	16,151	16,750	16,703	11,703	14,101	15,535	15,897	15,573	188,319
Events	2,510	2,590	1,470	2,735	2,255	3,005	5,275	1,650	2,100	1,350	4,900	1,785	31,625
Total	109,158	120,063	112,405	124,985	107,635	103,239	102,799	77,570	104,694	107,378	108,906	107,321	1,286,153

Table 3.5.2 – 2022/23 Participation

	May 22	June 22	July 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	Total
Activity	8,395	5,133	4,527	5,519	4,641	5,648	6,067	4,165	6,671	5,902	6,577	5,869	69,114
Gym	27,096	23,134	22,618	24,659	21,385	23,210	24,584	18,509	29,282	26,565	29,513	27,190	297,745
Sports	7,864	7,023	6,489	6,393	7,950	8,073	8,403	7,265	8,746	8,695	9,905	8,497	95,303
Swim	44,827	45,187	51,353	55,070	43,696	43,221	40,104	26,880	42,649	43,747	45,851	46,891	529,476
Other	15,977	15,785	15,683	16,020	16,057	16,972	17,101	9,588	17,048	16,259	17,809	16,064	190,363
Events	2,100	1,350	450	1,100	3,054	1,875	3,305	1,730	2,975	995	6,900	2,600	28,434
Total	106,259	97,612	101,120	108,761	96,783	98,999	99,564	68,137	107,371	102,163	116,555	107,111	1,210,435

Predicted usage targets for Partnership Year 5 were requested by NWLDC in January 2023 and within them consideration was given to at the time regressing swim pupil and fitness gym membership numbers and the potential impact that these would have on usage. In addition to that this partnership is 'stand-alone' in comparison to all but a small number of ones that Everyone Active have with local authorities, in that it has a Lido. Due to the complete unpredictability of weather months in advance of usage target setting and the significant fluctuations in usage that result from poor or good weather, this to can have an impact when it comes to accurately predicting usage.

Likewise, whilst desired business planning outcomes sought to offset the loss of swim lesson pupils and fitness gym members through a combination of existing activity growth and additional programming in other usage areas, the success of those plans was difficult to accurately predict. Taking all of this factors into consideration we were delighted to realise **1,286,153** user visits in Partnership Year 5 against a target of **1,158,663**, representing a **11%** positive difference.

Table 3.5.3 – 2023/24 Usage vs Target (+11%)

Centre	May 2023	June 2023	July 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	Totals 2023/2024
ALC & Lido Target	34,087	33,645	35,403	36,028	31,770	30,935	30,921	21,608	35,128	35,478	37,255	35,447	397,705
Actual	38,250	50,893	40,451	49,069	39,976	33,695	34,272	26,156	34,201	34,181	35,489	33,967	450,600
Difference	+4,163	+17,248	+5,048	+13,041	+8,206	+2,760	+3,351	+4,548	-927	-1,297	-1,766	-1480	+52,985
W&CLC Target	62,645	63,335	65,002	70,021	62,622	65,735	66,316	45,861	65,145	65,923	64,117	64,236	760,958
Actual	70,908	69,170	71,954	75,916	67,659	69,544	68,527	51,414	70,493	73,197	73,417	73,354	835,553
Difference	+8,263	+5,835	+6,952	+5,895	+5,037	+3,809	+2,211	+5,553	+5,348	+7,274	+9,300	+9,118	+74,595
Total Target	96,732	96,980	100,405	106,049	94,392	96,670	97,237	67,469	100,273	101,401	101,372	99,683	1,158,663
Actual	109,158	120,063	112,405	124,985	107,635	103,239	102,799	77,570	104,694	107,378	108,906	107,321	1,286,153
Difference	+12,839	+23,083	+12,000	+18,936	+13,243	+6,569	+5,562	+10,101	+4,421	+5,977	+7,534	+7,638	+127,490

3.6 Next Year - Partnership Year 6

Partnership Year 6 will come with major challenges, however there will also be opportunities and potential opportunities for us to slightly shift the DNA of the centres in reaction to the challenges.

In terms of the challenges, these are in the main two-fold. Firstly, the opening of the Pure Gym in Coalville has and will continue to impact significantly on membership numbers at both centres given the close proximity of it to each. A similar facility opened in 2022 near to Everyone Active's centre at Parklands, Oadby subsequently resulting in a loss of **25% (1,000)** of its members. Were the same thing to happen in NWL, then it is feasible that over **1,300** members could be lost.

The second challenge is an ongoing one, namely the level of swim lesson competition within the district. As captured earlier in this report leisure industry intelligence suggests that for a district of its size and dynamic two local competitors would most likely be seen, however within NWL there are six. This means that the swim lesson market is to all intents and purposes saturated, and whilst we are able to offer free swimming outside of lessons to our pupils (something that not all of our competitors are able to) there will always be a finite market share that we are able to command against smaller scale operators that are not bound by the conformities of having to operate to a wider corporate scheme dynamic in terms of pricing, class sizes, and sibling discounts. Swim Lesson prices within Everyone Active's North West Leicestershire contract remains the lowest in the East Region (South), so simply lowering prices isn't a ready-made option, especially in light of the challenges of staff wage and utility costs.

The 2023 version of this report advised that consideration was being given to a fitness gym extension at Whitwick & Coalville Leisure Centre in order to react to member to equipment ratio challenges at the time; However due to the subsequent Pure Gym factor this development was understandably placed on hold until the impact of it was more fully established. As a result there remains scope for potential further investment into the facility, however at this juncture it is uncertain if that will occur and if so where it might be made. It could well be that once the impact of Pure Gym is better understood that changes are made to the fitness gym or alternatively investment is considered in other areas to assist in driving usage and customer opportunities.

Sports Hall utilisation levels at Ashby are already well above national leisure industry average parameters, whilst Whitwick & Coalville's utilisation sits nearly **30%** higher than that. Whilst we continue to work with partners as well as identifying potential additional in-house activities, the realities are that improving on what is already a strong position will be challenging. It's no coincidence that Whitwick & Coalville was shortlisted for the prestigious 2023 UK Active, Best Newcomer Award, on the back of the growth of its activity programme across the past year, with the centre currently being considered by UK Active for shortlisting for the 2024 Regional Centre of the Year. In terms of the 2023 award, whilst the centre didn't win the award, it secured the highest score of any Everyone Active centre in the UK that was shortlisted. These scores determined across a written submission, comprehensive customer insight surveys and three mystery visits.

Due to the potential impact of Leicestershire County Council development works to the adjacent A511 the Trim Trail that is due to represent the final element of the Whitwick & Coalville Leisure Centre build was put on hold. This was due to be implemented within the wider Eco Park during Partnership Year 5, however as a result of the A511 project it was delayed whilst discussions between NWLDC and the LCC were progressed. On the back of these being successfully concluded the Trim Trail is scheduled to be implemented in July 2024, with the hope being that it will attract local residents and in doing so impact favourably on the leisure centre.

4. Authority Priorities / Outcomes

The outcomes achieved and highlighted in this Leisure Services Partnership Report, contribute to the ethos and achievement of the strategic objectives highlighted by the Council as detailed in the Authority Outcomes section – 1.5 of the Services Specification.

There are six authority outcomes; - Improving health & wellbeing and reducing health inequalities, providing local economic benefit, supporting safe and inclusive neighbourhoods, educating protecting and providing opportunities for young people, providing high quality services, and contributing to sustainability and environmental improvements.



In 2021 NWLDC and Everyone Active agreed to set, measure, and review these by incorporating all of them (other than sustainability and environmental improvements) into the collaboratively produced Community Wellbeing Plan 2022/23 (CWP). Within the CWP report the outcomes were listed within a table, with each having a key reference (A,B,C,D,E). These were then referenced within the 31 CWP targets, with year end and quarterly updates provided.

This collaborative approach and the subsequent outcomes delivered not only resonated favourably with NWLDC and Everyone Active, it was also recognised as an example of best practice within wider external accreditations and award shortlisting.

QUEST is the Sport England assessment platform for the measurement of effectiveness and impact within the leisure industry and to all intents and purposes is viewed as the industry's equivalent to the education sectors OFSTED. Whilst assessment is recommended as opposed to compulsory, over 700 UK leisure centres are aligned to the scheme. It's framework tests many facets of delivery including effectiveness in tackling inequalities, and the impact of programming and initiatives in improving health and wellbeing, with both Whitwick & Coalville and Ashby Leisure Centre scoring well above national average in these areas of delivery with the CWP forming the core component of how that view was arrived at. Likewise, performance on the national stage through the UK Active Awards (as mentioned previously in this report) was based around the impact that Whitwick & Coalville Leisure Centre is having on health and wellbeing, inclusion, and the reducing of health inequalities.

Given the impact that the CWP is having in terms of authority outcomes and how that has been positively viewed under external assessment, Everyone Active and NWLDC understandably continued with this collaborative approach with the 2023/24 CWP and it's subsequent final outcomes attached to this report. It makes for highly favourable reading with all but a small handful of desired outcomes achieved. The 2024/25 CWP is again a collaboratively produced document and went live in April 2024.

In order to further support the content within this section of the report we plan to present a short video highlighting successes and partner feedback within this area of our delivery to NWLDC Scrutiny in September 2024.

Sustainability and Environmental Improvement outcomes are covered in the separate [Energy Engagement Plan – Document 6 Annual Reporting Compliance](#)

4.1 Improving Health & Wellbeing and Reducing Health Inequalities

Every activity-based visit to the centres (or to our satellite programmes) contributes to improving the health and wellbeing of local residents. Usage data relating to these activities provided elsewhere within the report totaling **1,286,153** evidences an increase in participation by **6.2%** compared to last year.

Within that, several the programmes and activities that we offer, either in a standalone capacity or delivered in conjunction with the council, contribute towards the addressing of health-related inequalities such as age, financial resource, and accessibility to facilities etc.

Within this we continue to work with partners such as the NWL Health & Wellbeing Team, Community Focus, Enrych, Youth Justice, Children, Families & Wellbeing Centre, The REACH Programme, and The People Zone, collectively aiming to tackle areas of priority including health inequalities within the district.

Towards the end of Partnership Year 5 we partnered the NHS as a public vaccination point as well as Canine Support (CS). The latter allowed CS to help train support dogs within our facilities, as well as exposing other users to the important role that Canine Support plays within the community.

4.2: Social Value

At the end of Partnership Year 3, Everyone Active entered a partnership with 4Global a multi-national company that have helped clients solve inactivity problems, through the creation of one of the world's most extensive sport and activity software and data platforms. Their technology and know-how have made them a trusted and valued partners to some of the world's most prominent organisations, cities, and governments, with Everyone Active seeing the benefits of securing information from their Data Hub platform for both they and their partners such as NWLDC.



An initial Social Value report was produced in June 2022, which captured Social Value for the period June 21- May 22 measured against similar data for the period June 19 – May 20 (the period June 20 – May 21 being severely interrupted because of the Covid-19 pandemic). This has subsequently been followed by the issue of a report that aligns to standard reporting year models for the period April - March. It provides comparative data aligned to the previous year and is attached within the appendices.

The report is broken into four subsections, which collectively provide a total Social Value (£). For 2023/24 (Partnership Year 5) the details were as follows;-

Physical & Mental Health (£712,974) - Calculated based on the health care cost savings for eight identified health outcomes (including depression, dementia, back pain etc) based on the reduced risk and prevented cases combined with the reduced GP visits & psychotherapy usage for physically active people.

Subjective Wellbeing (£2,260,413) - Refers to the increase in life satisfaction. It is calculated by multiplying the value of increased wellbeing derived from a participant's engagement in sport by the number of unique people taking part

Individual Development (£29,832) - Refers to the improvement in educational attainment and higher starting salaries gained through participating in sport at university.

Social & Community Development (£1,032,300) - Represents the reduction in crime rates for young males and the social capital based on improved networks, trust, and reciprocity.

The 2023/24 report advised a social value total within the NWL partnership of **£4,035,519**. This represented an increase of **10%** on the previous years total.

Whilst the 4Global Social Value reports remain somewhat in their relative infancy, they are already recognised as the industry social value measurement tool, being championed by Sport England and further developed within Moving Communities as a standardised online survey designed for local authorities and leisure operators to understand their local communities and support engagement. 4Global are currently developing SVC3 in partnership with Sheffield Hallam University.

4.3: Providing Local Economic Benefit

Everyone Active have been actively championed for their work in this area, within both the Ashby Leisure Centre & Lido and Whitwick & Coalville Leisure Centre QUEST assessments. The reports issued on the back of each have highlighted strength in the hosting and promotion of a large and diverse internal and external partner delivered activity programme, employment opportunities provided to local residents, the impact of a nationally recognised event programme, and the use of local suppliers and service providers. Furthermore, the diverse and inclusive nature of the activity programme at Whitwick & Coalville Leisure Centre was a key factor within the centre being shortlisted for the highly prestigious 2023 UK Active awards.



Within our activity programme we have 91 partnership delivered weekly activity sessions running across the two centres, including a portfolio of 21 in-house sessions. In total, 21 new activities were added to the programme in Partnership Year 5. These included Pickleball, Clubs Complete After School Club, Head over Heels Gymnastics and Space Sk8.

During Partnership Year 5, we added a total of 35 new district-based colleagues to our team, whilst training 39 of our colleagues in professional qualifications. Additionally, 17 of our colleagues have been trained in new roles within our centres. Of the 35 new staff members who have joined our team, 24 are in the under 19 age bracket.

Industry data advises that the average UK spend per head for a non-local resident attending an event is £41-67, whilst for local residents the figure is £19-15. Based on feedback from our event partners our event attendee split for Partnership Year 5 was 32% non-local and 68% local. With 31,625 event attendees over the course of the year this equated to £833,521 economic value being secured or brought into the district as a result of events held within our centres. This represented an increase of £127,665 (18%) on the previous year

Table 4.3.1 – Event Aligned NWL Economic Benefit - Partnership Year 5

Attendee Type	Number of Attendees	Local Spend Value Per Head (£)	Value (£)
Non-Local Resident	10,120	41-67	421,700
Local Resident	21,505	19-15	411,821
Total	36,625	N/A	833,521

4.4 Supporting Safe and Inclusive Neighborhoods

Since becoming an accredited Make Every Contact Count (MECC) trainer, our Active Communities Manager (ACM) has become an integral part of the Leicestershire County Council network for the development of MECC. As part of this work it has allowed our ACM to deliver four courses to **30** NWLDC employees and **12** Everyone Active colleague to help diversify their conversational skills to further support the district residents.

Partnership Year 5 saw us partner the Vita Health Group, an NHS commissioned service. The partnership aimed to professionally develop our colleagues to align them with those working within NHS services to glean a better understanding of mental health awareness and advocating the benefits of positive mental health. This partnership has to date seen **12** colleagues trained in talking therapies mental health session. Aligned to this, we facilitated an information event for mental health and related services with Vita Health that saw **40** centre user interactions

Additionally, a further **10** colleagues were trained as Mental Health First Aiders (Level 2) to help them deal with the rising demands of people mental health both publicly and within our colleague team. We have also partnered with Active Together and the NWLDC HWB Team to facilitate Menopause Wellbeing sessions at both Ashby Leisure Centre & Whitwick & Coalville Leisure Centre. As part of this two of our colleagues were provided with additional training in order to become Menopause Champions, whilst we have also trained and appointed a Pre & Post Level 3 instructor.

Following last year's successful event, Whitwick & Coalville Leisure Centre hosted a second Collaborative School event aimed at teaching district based children basic and essential skills. The event was attended by **8** schools encompassing **120** children, who amongst other things were taught basic communication skills, the understanding of inclusive needs, and basic first aid.

Another previously successful event that was followed up and further developed in Partnership Year 5 was our Health & Wellbeing Road Show. This events focus was more diverse than the previous years, aiming to broaden partners and residents' knowledge of support, opportunities, schemes and pathways within the district. The event featured **40** stall holders and included a programme of activities for the **250** attendees.

On the back of the positive attendance numbers enjoyed within the Enrych's inclusive user sessions at Whitwick & Coalville Leisure Centre, we facilitated the organisation with a complimentary six-week pilot trial session at Ashby Leisure Centre to try and provide similar opportunities for residents more local to Ashby and the surrounding area.

In Partnership Year 4 we sought and subsequently developed a partnership with the Youth Justice System (YJS) to provide centre based usage opportunities at Whitwick & Coalville Leisure Centre to children and young people on YJS projects, with the centre used as an intervention to re-offending as well as boosting physical, mental, and emotional wellbeing. Partnership Year 5 saw **35** centre usages from **9** different young people working with the YJS programme. Feedback from participants highlighted the positive effect on their physical, mental, social, and emotional health, with us securing case studies as part of that evidencing positive behaviour change achieved through the partnership.

4.5 Educating, Protecting and Providing Opportunities for Young People

In Partnership Year 5 we worked in collaboration with Ivanhoe School and their P.E department on an 'Increasing Activity & Awareness' project. The programme provided gym inductions and complimentary weekly usage over a six week period to pupils who were highlighted by the school as not achieving Chief Medical Officer (CMO) guidelines for activity. The project helped to encourage 12 sedentary children from the school into a fitness gym environment that had previously been alien to them. Full attendance was subsequently enjoyed across the entirety of the programme and has led to further discussions with the school around a potentially developed project that goes beyond simply encouraging new habits and attendance, but is more impact measured.



The leisure centres have long been championed within by the district's education sector for the scope, scale, and quality of its Work Placement programme, with this having been initially set up by the Contract Manager when the centres were operated by NWLDC. Historically these placements have gone on to lead to employment opportunities within the leisure centres or the leisure centres being asked to provide references for pupils seeking employment elsewhere. Partnership Year 5 saw 14 work placements delivered to students from 9 different schools, with Partnership Year 5 also saw the centre's facilitate several School Sports Partnership (SSP) and Health & Wellbeing related events that we plan to repeat and develop in Partnership Year 6. These have included school swim gala's, indoor sports events, and annual large scale health, wellbeing, and skills events detailed elsewhere within the report . As part of this work we held a SSP School Ambassadors event which saw several of the district's young ambassadors attend a celebration day in recognition of their work throughout the year. In addition to that we also facilitated the annual NWL Schools Orienteering event at Whitwick that had historically been held at Donisthorpe Wood. The event saw 600 children attend from schools across the district with discussions currently ongoing to repeat it on the back of its success.

The REACH programme ran by Leicestershire County Council (LCC) assists children who are highlighted by school as at risk of exclusion, and in conjunction with them we set up a partnership that provides centre use as an intervention to help engage the students back into education and provide positive experiences. Partnership Year 5 saw 8 students accessing our gym's and sports halls as part of the project.

Our Active Communities Manager (ACM) has been integral during the planning stages for The People Zone, situated in Whitwick and Thringstone. The project aims to help access funds in order to help build a legacy project within those areas, focusing on 'getting everyone moving,' and is also partnered by Active Together, NWLDC, along with local community groups and sports clubs. As part of this our ACM has attended steering groups meetings and offered to facilitate upskilling through the delivery of a Sports Leader Award Level 2 qualification for CYP within the targeted People Zone areas.

4.6 Providing High Quality Services

Everyone Active and NWLDC look to provide affordable services through a combination of industry, regional, and local benchmarking. This has also been made easier through Everyone Active managing most council owned leisure facilities within Leicestershire.

Allied to, and key to this, is the role that external benchmarking and strong levels of customer satisfaction play within the measuring of high-quality service, with Everyone Active able to demonstrate both robust and frequent monitoring along with positive subsequent outcomes.

In terms of external benchmarking, Everyone Active are current holders of several national industry related awards such as Swim England's 'Operator of the Year', whilst at localised level Whitwick & Coalville Leisure Centre was a finalist at the 2022 UK Fitness Awards (Best Newcomer category) and more recently was shortlisted in the 2023 UK Active Awards Regional Centre of the Year award. In addition to that positive QUEST assessment outcomes (detailed in Section 9) recently delivered at both centres point to continued high quality service provision that sits within the top 22% of 700 assessed leisure centres across the UK.

Customer satisfaction and feedback is measured through a number of platforms, which include the following; -



- Single Customer View (SCV) customer feedback portal.
- Social Media accounts
- School service questionnaires
- Bespoke surveys for Swim Lessons, Parties, Holiday Camps, After School Sports Clubs, Adult Activities, Health Programs and Sport Courses
- Swim Passport portal.

In terms of those bespoke surveys, examples of positive outcomes as seen through the eyes of our customers are captured within the Annual Customer Annual Swim Lesson Survey's captured within Section 8.1.

4.7 Sustainability and Environmental Improvements



We contribute to the green agenda by committing to nationally recognised best practice programmes such as Environmental ISO14001 management standards. This includes implementing proactive Environmental Action Plans focused on reducing energy and water consumption, as well as promoting green travel to staff and customers, and encouraging increased waste re-cycling.

Partnership Year 5 saw the continued development of a comprehensive Environmental Action Plan (EAP) ([Annual Reporting Schedule - Document 6](#)) providing details and desired outcomes relating to various projects aimed at reducing utility consumption.

The EAP also targeted lighting resource being positively progressed towards a full portfolio of LED fittings at Ashby Leisure Centre, and by the end of Partnership Year 5 this had migrated to an impressive 98%. With 100% already in situ at W&CLC the aim is for the centre to achieve 100% by the end of Partnership Year 6. In addition to this, we had the Buildings Management System (BMS) at Whitwick & Coalville LC upgraded, thereby ensuring optimum energy efficiency throughout the centre.

We continue to work closely with NWLDC in relation to external green funding, and in Partnership Year 5 assisted in the securing of £242,000 of Sport England Swimming Pool Support Fund (SPSF) funding for the provision of additional solar panels at Whitwick & Coalville LC in order to reduce electricity output and Carbon Emissions.

As detailed elsewhere within the report, QUEST is the Sport England recommended continuous improvement tool for leisure facilities, designed to measure how effective organisations are across a variety of core and selected modules of assessment. Environmental Awareness & Sustainability features as a key core module, with both sites achieving 'Excellent' (the highest banding achievable) within their last assessment cycles for this area of delivery. This outcome has now been achieved within the Environmental module of each of the last four QUEST cycles, all of which have been reviewed by separate assessors.

Section 11 of the report provides performance and outcome detail relating to Sustainability and Environmental Improvements.

5. Events

Under NWLDC the centres enjoyed a strong reputation for the diversity and scope of both its activity and event programmes, which has subsequently been continued under Everyone Active despite the cancellation of the entire event programme in Partnership Year 2 due to the impact of the Covid-19 pandemic. With Covid-19 regulations still in place for the first half of Partnership Year 3, programme recovery along with the addition of new events proved challenging, however by the end of the year 82% of previous hires had been retained going into Partnership Year 4, despite increased competition from other local and regional events venues.

With the new Whitwick & Coalville Leisure Centre deemed uncondusive to bar aligned events such as darts and boxing, these were naturally lost to those competitors, however they were replaced with more pool based gala events. In total 66 events were held across the two centres during Partnership Year 4. Concerted efforts continued to be made to migrate existing events across to Ashby Leisure Centre & Lido, whilst we continued to endeavour to convince prospective new event hirers to the venue as opposed to Whitwick & Coalville Leisure Centre.

Both have met with success and in Partnership Year 5 the programme grew by 24% to 82 events across the two venues. In keeping with previous year's figures, these include Blood Doning sessions, which are classified as event hires. 91% of those that had been previously lost as a result of the pandemic had returned by the end of Partnership year 5, a 9% increase from Partnership Year 4. The securing of swim gala's proved to be a key component within this success with a record number of 16 taking place in Partnership Year 5. As part of this increase in pool related event activity Whitwick & Coalville Leisure Centre hosted an Adam Peaty Race Clinic full day workshop in September 2023 which was attended by a diverse cross section of local and non-local bookees, local school, centre based swim teachers, and representatives and swimmers from the resident Coalville Swim Club. 3 x Olympic and 4 x Commonwealth Games Gold medallist, Adam delivered the clinic in person, covering a diverse range of swim techniques, nutrition, fitness and sports psychology.

Table 5.1 –Events Held @ Whitwick & Coalville Leisure Centre – Partnership Year 4

Date	Event
08/04/23	Ace Gift Fair
15/04/23	Coalville Swimming Gala
26/04/23	Blood Doning
04/05/23	Elections
05/05/23	Elections
06/05/23	Antiques Fayre
16/05/23	Blood Doning
16/05/23	Witherly School Gala
21/05/23	Coalville Swimming Gala
25/05/23	NWL School Collaborative
08/06/23	Blood Doning
11/06/23	Coalville Swimming Gala
24/06/23	Sharecroft gymnastics event
25/06/23	Coalville Swimming Gala
26/06/23	Swannington Sports Day
03/07/23	Blood Doning
09/07/23	Coalville Swimming Gala
29/07/23	Ace Gift Fayre
31/07/23	Blood Doning

Date	Event
10/08/23	Adam Peaty Race Clinic
23/08/23	Blood Doning
03/09/23	Coalville Swimming Gala
05/09/23	Blood Doning
13/09/23	Ambassadors Training Day
16/09/23	Badminton England fun day
16/09/23	Antiques Fayre
23/09/23	Blood Doning
24/09/23	Coalville Swimming Gala
10/08/23	Adam Peaty Race Clinic
23/08/23	Blood Doning
03/09/23	Coalville Swimming Gala
24/09/23	Coalville Swimming Gala
28/09/23	Blood Doning
01/10/23	Coalville Swimming Gala
08/10/23	Coalville Swimming Gala
14/10/23	Coalville Swimming Gala
22/10/23	Coalville Swimming Gala
03/11/23	Larpcn
04/11/23	Larpcn
05/11/23	Larpcn
11/11/23	Coalville Swimming Gala
12/11/23	Coalville Swimming Gala
18/11/23	Antiques Fair
17/11/23	Blood Doning
25/11/23	Coalville Swimming Gala
09/12/23	Coalville Swimming Gala
13/12/23	Blood Doning
05/01/24	Blood Doning
24/01/24	Blood Doning
27/01/24	Antiques Fayre
24/02/24	Antiques Fayre
12/02/24	Blood Doning
01/03/24	Larpcn
02/03/24	Larpcn
03/03/24	Larpcn
08/03/24	Blood Doning

Ashby Table 5.2 – Events Held @ Ashby Leisure Centre & Lido - Partnership Year 5

Date	Event
10/04/23	Antiques Fayre
22/04/23	Motiv8 Boxing
13/05/23	Mum 2 Mum Baby Market
13/05/23	Swimathon
14/05/23	Swimathon
14/05/23	Blood Doning
20/05/23	Ashby Rotary Big Clean
29/05/23	Antiques Fayre
04/06/23	Blood Doning
11/06/23	Inspired Badminton Tournament
09/07/23	Blood Doning
06/08/23	Aldred Dance Competition
25/08/23	Blood Doning
26/08/23	Inspired Badminton Tournament
28/08/23	Antiques Fayre
02/09/23	Motiv8 Childrens Boxing
08/09/23	Mega Slam Wrestling
16/09/23	Mum 2 Mum Baby Market
17/09/23	Blood Doning
01/10/23	Blood Doning
15/10/23	Blood Doning
19/10/23	NWL Beat Surgery
21/10/23	Mum 2 Mum Baby Market
28/10/23	Motiv8 Boxing
12/11/23	Blood Doning
16/11/23	Peter Kay Tribute
23/11/23	NWL Sports Awards Part 1
24/ 11/23	NWL Sports Awards Part 2
02/12/23	Motiv8 Boxing
09/12/23	Xmas Market
01/01/24	Antiques Fayre
21/01/24	Blood Doning
28/01/24	Midland Chihuahua Show
03/02/24	Mum 2 Mum Baby Market
18/02/24	Blood Doning
17/03/24	Ashby 20 Road Race
24/03/24	Blood Doning
30/03/24	Motiv8 Boxing

Unfortunately, due to a combination of the limitations of Ashby in terms of size and having a near 70% sports hall utilisation occupancy at Whitwick along with a need to protect those hirers, we have had to turn away several additional or new events as a result. In Partnership Year 4 we reported 12 events being turned down as a result of this, and in Partnership Year 5 we were unable to facilitate a further five.

Table 5.3 - Events Requests Declined In Order to Protect Existing Hirers – Partnership Year 5

Event	Reason
AcAce Gift Fayre	Sought x 3 additional events, however unable to host due to protecting existing hirers
Antiques Fayre	2 x enquiries received, however we were unable to host due to protecting existing hirers.
Badminton Competition	Unable to host as Ashby wasn't of the requisite size + Protecting W&CLC existing hirers.
Midlands Futsal Competition	Unable to host as Ashby wasn't of the requisite size + Protecting W&CLC existing hirers.
Volleyball Competition	Unable to host as Ashby didn't have the requisite line markings + Protecting W&CLC existing hirers.



6. Community Wellbeing Action Plan (including Outcomes Framework) & Targeted Groups

Due to the dynamics and nature of the Authority Outcomes within the NWL Partnership, a collective decision was taken in 2020 to incorporate all of these (except the final one relating to Sustainability & Environmental Improvement) into one all-encompassing collaboratively produced 'Community Wellbeing Plan'.

The overarching aim of the plan is to deliver against the Authority Outcomes, whilst in partnership with NWLDC, to deliver programmes to support the health and wellbeing of residents through physical activity, movement, and sport, capturing actions that support the NWL Health & Wellbeing Strategy, and the NWL Sport & Physical Activity Commissioning Plan.

The initial document was worked up over the course of Partnership Year 3 and was jointly signed off to commence at the start of Partnership Year 4. Quarterly updates on each of the targeted outcomes were then subsequently captured with 25 of the 31 desired outcomes subsequently delivered.

On the back of its success as a framework, the same approach was taken in Partnership Year 5 (and has also been in Partnership Year 6) with the document sitting as an appendix to the rear of this report. Quarterly updates on each of the targeted outcomes were captured with the end outcome being the delivery of 33 of the 35 desired outcomes.

Aligned to the 'Community Wellbeing Strategy', monthly Performance Monitoring Reviews (PMR's) capture delivery, development, success, and challenges in relation to collectively agreed 10 targeted groups. Data relating to this is captured at the rear of these documents in a dedicated Key Performance Indicator (KPI) section. A Partnership Year 5 overview of this is captured within Table 6.1 with associated individual narrative provided within sections 6.1 – 6.9;-

Table 6.1 – Targeted Groups Overview - Partnership Year 5

Targeted	Target May 23 – April 24	Actual May 23 – April 24	Variance (+/-)	% Increase/Decrease
Under 5's	94,370	95,865	1,495	1.5%
5 – 10	201,043	194,245	-6,798	-3.4%
11- 16	94,603	95,655	1,349	1.4%
Club Activ8 Schools	38	38	0	0
CA8 Card Holder Usage	24%	18.6%	-5.4%	-22.4%
Over 60's	49,572	50,610	1,038	2.1%
Accessible Users	2,590	2,728	138	5.3%
Club Engagement	57	58	1	1.7%
Community Activities	74	76	2	2.7%

6.1 Under 5's (+1.5%)

Previous Partnership Year reports captured significant levels of year on year growth within this age bracket, however whilst Partnership Year 5 saw a further increase the focus was aligned to maintaining the previous year's high achieving participation. This was subsequently facilitated through continued high attendances to activities such as Active Antz, Tots Gymnastics, and Parent & Baby Aquatic sessions. As well as these internally delivered sessions, usage levels within this age bracket also increased slightly through bookings related to our children's party facilitator, Tayplay.



6.2 Age 5-10 (+3.4%)

This age group fell slightly short of targeted expectation as a direct result of two factors. Firstly, the decrease in swim lesson pupils captured within Section 3.1, along with a slight drop off in School Swimming lessons at Whitwick & Coalville Leisure Centre. In terms of the former significantly higher than expected levels of localised swim scheme provider competition as well as the pressures associated with the cost of living have been the key contributory factors. This despite the fact that swim lesson pricing within North West Leicestershire remains the cheapest within all of the Everyone Active local authority partnerships within Leicestershire. Likewise, whilst school swim session pricing remains highly favourable, local education providers face testing budgetary challenges.



In terms of this age bracket, success in other areas needs to be considered, with the table below evidencing that away from swim lesson and schools swimming, usage has increased across all other sub-section areas.

Table 6.2.1 – Usage Profile Age 5-10 Years – Partnership Year 5

Age 5 - 10 Participation	Target (May 2023 - April 2024)	Actual (May 2023 - April 2024)	Variance	%
General (Swim)	46,626	47,182	556	1.1
Swim Lessons	95,178	89,248	5,930	-6.2
School Swim	21,853	20,070	1,783	-8.1
EA Instructor sessions	3,585	3,815	230	6.4
Non EA lead sessions	27,534	27,605	71	0.2
Parties	3,111	3,155	44	1.4
Holiday Activities	3,156	3,170	14	0.4

6.3 Age 11-16 (+1.4%)



In keeping with the Under 5's age group, 11-16 years usage increased slightly on the back of previously significant levels of growth that had resulted from the addition of several new sessions and partnerships being introduced and secured. Again, the aim was to consolidate usage aligned to that previous growth.

The most pleasing aspect within this age group was the collective impact of the re-introduction of coached badminton sessions at Ashby LC & Lido, the addition of new partner aligned sessions such as Space SK8 (roller skating) at Ashby and increases to existing sessions such as Parkour. As a result of these developments, they offset the impact of reduced swim lesson take up that was also experienced within this age category. In keeping with 5-10 years usage of the eight sub-sections that feed into usage, seven surpassed target, with only swim lessons not achieving it.

6.4 Club Activ8 Schools & Usage (Schools 0% + Usage -22.4%)

On the back of previous school scheme engagement success, we achieved our target of consolidating the number of schools partners (38) that we commenced Partner Year 5 with. As part of that, whilst Ashby Hill Top and Albert Village schools chose to dis-engage with the scheme, we secured two new sign ups in Stephenson's Studio School and South Charnwood.



The addition of South Charnwood school marked an interesting development within Partnership Year 5, highlighting the attractiveness of the scheme to partners falling outside our district and the benefits of a collaborative approach to thinking outside of the until now conventional box of 'school location'. Recognising that several children attending the school lived within North West Leicestershire, we brokered a ground breaking partnership aimed at increasing weekly activity levels amongst their pupils, despite the location of the school being outside of the district.

Whilst pupil usage engagement levels dropped from the previous year, context needs to be considered. In Partnership Year 5 we undertook a significant review exercise linked to historic sign ups, removing users who no longer fell into the correct age brackets to warrant use of the scheme. This resulted in the removal of several active scheme users who were in fact no longer eligible, which in turn heavily impacted on the collective take up %.

The principals and dynamics of the Club Activ8 scheme still remain ground-breaking, despite it being in place for 19 years. This continues to resonate favourably with local schools, and as part of industry aligned assessments and national awards; However, being 'stand-alone' comes with challenges. As reported in previous Partnership Year reports, the measurement of usage data under NWLDC and Everyone Active was significantly different, meaning that year on year comparison was nigh on impossible. In addition to that, despite managing 250 centres nationally, Everyone Active does not manage/operate a scheme of this nature in any of its other partnerships. This in turn means that it is difficult to gauge if a pupil take up of just under 20% is low, or in fact excellent. What we do know, is that as a result of the scheme being in place local school children enjoyed over **£300,000** of free or discounted activity in Partnership Year 5.

Although our Active Communities Manager continues to still attend schools' assemblies, teachers' meetings, and promotional sessions such as parents' evenings across the year, his time is finite. As a result of this we are currently in the process of producing a Club Activ8 promotional video to use in conjunction with schools, pupils and parents, and potential scheme partners such as local clubs with a view to increasing both scheme utilisation and access opportunities. Whilst the measurement of data will be challenging, we remain convinced that adding scheme partners in the guise of local clubs and non-centre-based facilities for pupils to secure discounted activity will contribute to longer term success. This development has been included as a target within the Community Wellbeing Plan 2024/25.

Further scheme detail is captured within the annual reporting schedule - [Document 25 – Club Activ8 Scheme Annual Report](#). This report is not a statutory feature of the reporting schedule; however it is a report that Everyone Active are keen to produce and volunteer to NWLDC as part of the partnership.

6.5 Over 60's (+2.09% Against Target)

Our activity portfolio continues to boast a strong provision of activities either targeted towards, or attractive to this age group. These include day-time based Ladies Leisure, Seniors No Strings Badminton, and Pickleball sessions.



Pickleball sessions proved to be particularly popular in Partnership Year 5, with a noticeable increase in bookings seen. Additionally, we have added fitness classes to our programme such as Kundalini Yoga and Mindful Wellness Circuits that have resonated with this age group. The latter proved so popular, that we subsequently increased class capacity numbers and following customer feedback added the activity to our membership.

Daytime casual swimming continues to prove popular with this age group, whilst our long-established partnership with Ashby Bridge Club continues to go from strength to strength following the decimation of the activity as a result of the Covid-19 pandemic and subsequent caution amongst users to return to the sessions as restrictions associated with the pandemic were eased then removed totally.

6.6 Accessible Users (+5.3%)



Following the 36% uplift in accessible user usage reported in Partnership Year 4, whilst our desire for Partnership Year 5 was to build on that success it was recognised that it would not be to the same level as the previous year. As such, we were subsequently delighted to achieve a 5.3% over achievement against targeted outcome for the year within the user dynamic.

As part of that, our partnership with Enrych (provide services that promote living with purpose, for people with disabilities, neurodiversity and poor mental health) has experienced further positive growth through the weekly inclusive sports session. Due to this success we plan to trial them at Ashby at the start of Partnership Year 6.

Programme additions advised within Section 6.5 have also helped increase accessible participation within Whitwick & Coalville Leisure Centre (WCLC), whilst our partnership with providers such as Elite Tuition, Forest Way, and Choices For Life continue to provide opportunities for accessible users within our centres. In addition to that the provision and quality of accessible facilities within WCLC continues to help attract new centre attendees with accessible needs.

Our Active Communities Manager's continued involvement with steering groups, user group forums, and recently developed stakeholder groups has helped increase local residents' knowledge of our accessible provisions both within the district and our centres.

6.7 Club Engagement (+1.7%)

Partnership Year 4 saw Club Engagement increase by 39%, so in keeping with Accessible User provision and usage development Partnership Year 5 focused on retention and steady continued growth.

That outcome was subsequently delivered through several clubs being retained and on the back of success increasing their booking slot footprint and capacity. As advised elsewhere within this report the levels of sports hall utilisation within both centre's is significantly higher than the Everyone Active corporate average, meaning that club engagement growth going forwards will be challenging, however in Partnership Year 5 we were still able to add Coalville Fireflies Netball Club at W&CLC, and Clubs Complete Afterschool Club at Ashby to our portfolio.

Our relationship with local clubs and stakeholders through platforms such as resident user group meetings, stakeholder meetings, meet the manager clinics, and our Active Communities Manager chairing the Local Sports Alliance helps maintain these positive relationship, with external assessment such as QUEST and leisure industry awards such as the UK Active Awards continuing to recognise this as examples of best practice.

6.8 Community Activities (+2.7%)

The level of success within this target area has to all intents reached something of a ceiling due to the continued challenges of available space and our Active Communities Manager's (ACM) finite work capacity.

Despite this, we have continued to showcase strong delivery and partnership working through examples such as the Collaborative Schools Choir event, several Schools Sport Partnership (SSP) events, Health & Wellbeing Roadshows, and health related support/ drop in sessions. Furthermore, our team have attended several community events such as the Emergency Services Day and Ashby Sports Club Showcase.

Our ACM continues to support the NWLDC Health & Wellbeing Team in delivering events incorporating health checks for local companies such as DHL.



7. Customer Engagement

7.1 Marketing

The objective of the marketing plan ([Annual Reporting Schedule - Document 15](#)) is twofold in terms of its overall principal. Firstly, it aims to communicate with our existing and new members using the 'Activity Ladder' model to encourage the inactive to become active and the already active to be multi active. Secondly it aims to support both the council and our other partners (i.e. activity session partners, event promoters) in the delivery of either joint initiatives or those that we host.

The marketing plan is split into two parts: the corporate marketing strategy and the local marketing plan and calendar. The corporate strategy provides direction and a robust reporting structure that is used analytically, informing us of future direction. The marketing calendar outlines the campaigns we use throughout the year. These campaigns have a strong corporate message, but with local variations to suit the market in each area.

In Partnership Year 5 the campaign schedule comprised of:

Corporate Marketing Strategy Content

- 7 fitness related campaigns
- 4 swimming lesson campaigns
- 14 sport, club, and activity campaigns
- 4 retail campaigns



Local Marketing Plan & Calendar Content

- Scheduling of fitness and swimming lesson campaigns
- Exercise referral and health intervention schemes
- People with disabilities
- Club and activity campaigns
- Retail campaigns
- Club Activ8 scheme
- Environmental awareness and green transport campaigns
- International, national, regional, and local events
- Charity Campaigns (Dementia UK)
- Local community events



The marketing team (head office, external partners and the site lead) collectively produce creative content to promote these areas of the programme through videos, photos, competitions, and quirky social interactions involving both staff and customers to add a personal community touch.

Throughout the year we advertise our leisure services at local community events through promotional outreach. In Partnership Year 5 these included events such as the Ashby 20 (March 2024) and Ashby Sport & Club Engagement Fun Day (June 2023)

Through our dedicated Everyone Active Public Relations Lead, we promote positive changes and success stories. In Partnership Year 5 these included the shortlisting of Whitwick & Coalville Leisure Centre for the UK Active Awards (July 2023), Adam Peaty Swim Clinic at Whitwick & Coalville Leisure Centre (August 2023) and the Age is Just A Number campaign (October 2023)

7.2 Community Engagement



We monitor participation habits so that we can tailor our engagement with the community according to their own personal circumstances, giving them bespoke messages relevant to the activity they personally undertake. We do this by asking our customers to use an Everyone Active card (issued free).

As of the end of April 2023, there were **108,951** card holders in the community. Of that number **76,590 (70%)** live within the district boundary, with **18,924 (25%)** of those having used our facilities within the past 12 months. In comparison to Partnership Year 4, the % of card holders living within the district rose by **4%**, whilst those that used their cards rose by **3%**

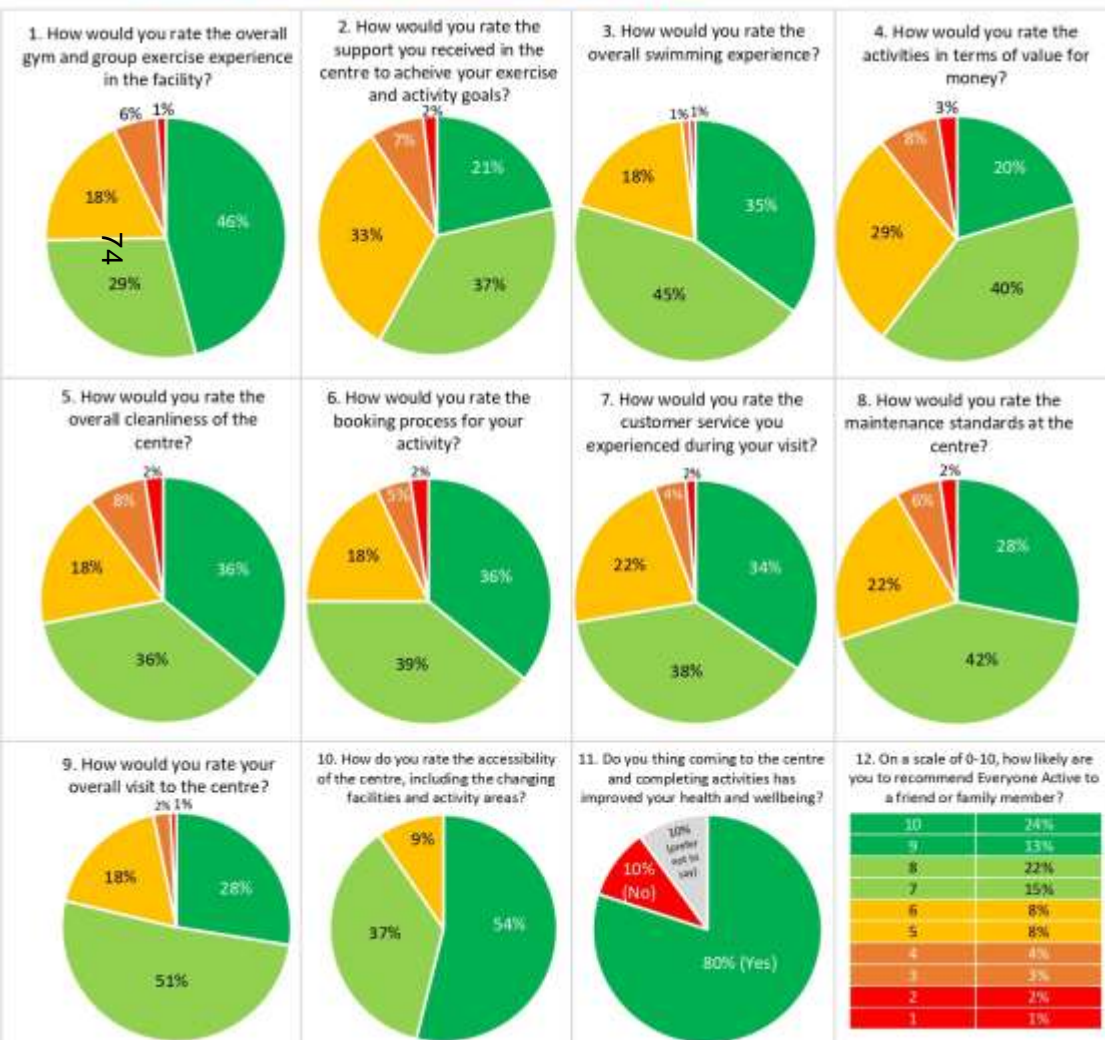
The steady and ongoing increase in the total number of card holders is a very good barometer of how effective our communication and engagement strategy has been and is a good indicator of the increased penetration of the local market. In alignment with the Community Wellbeing Strategy the % rise in both local card holders and active use reflected well.

CUSTOMER SURVEY 23/24

YOUR VIEWS MATTER

In December 2023 we undertook a comprehensive survey with the users of Whitwick & Coalville Leisure Centre, covering 14 areas of our service. The aim of this survey was three-fold. Firstly we sought to identify an overall feel for our centre through the eyes of our customers, secondly to highlight areas where users believe that we are performing above expectation and thirdly to identify areas where they felt improvements could be made. A total of 709 customers took part in the survey, meaning that the feedback received is reflective of general views. Feedback has been considered, with our intended plan of action provided and we will undertake an identical survey in December 2024 in order to measure our direction of travel. Customer engagement and collaborative working sits at the core of our DNA, and we wish to thank all of our customers that have helped us shape our service.

Scoring key: **Outstanding / Very Good / To Expectation / Poor / Very Poor**



CUSTOMER SURVEY 23/24

YOUR VIEWS MATTER

Feedback & Commitment 2024

Area For Consideration / Improvement	Feedback & Commitment
Fitness Gym & Group Exercise (GX)	We will continue to review our Instructor Led and Virtual Group Exercise programme in order to meet customer feedback and leisure industry trends. In addition to that we will also continue to shape and improve on our management of customers that persistently make last minute GX class cancellations.
Exercise & Activity Goals	As part of our Community Health & Wellbeing Strategy 2024/25 we are focusing more on measurable 'outcome based' targets relating to activity. In addition to that we will continue to develop our portfolio of health intervention and support programmes that have been recognised within the leisure industry as examples of best practice.
Value For Money	Pricing dynamics are aligned to Consumer Price Index (CPI) which in essence is 'inflation'. Inflation drives up costs such as energy, pay, consumables and equipment, all of which unfortunately then have to be passed on to the customer. This is not something that we 'wish' to do, however the realities are that it is a 'necessity'. Thankfully CPI appears to be decreasing from previously high 2023 levels.
Cleanliness Standards	Within most customer usage heavy sectors, cleanliness is often seen as the highest area of critique. Whilst our customer feedback score in this area of our delivery is quite encouraging there is still room for improvement. As such we will continue to review cleaner and sports attendant rotas to meet programming demands and feedback trends.
Customer Service	Customers of our centre will know that we are committed to a framework of open two way dialogue with our resident user groups, members, swim lesson pupils, regular, and non-regular general users. It's an approach that has drawn acclaim within external assessments of the centre and is one that we are committed to. In addition to that we will continue to deliver formalised internal and external customer care training.
Maintenance Standards	This is an area where customer feedback has improved, much of which we put down to no longer being tied into periods of guarantee on the back of the centre being built. This means that we have greater autonomy to rectify issues without having to rely on external contractors obliged to resolve them through warranty.

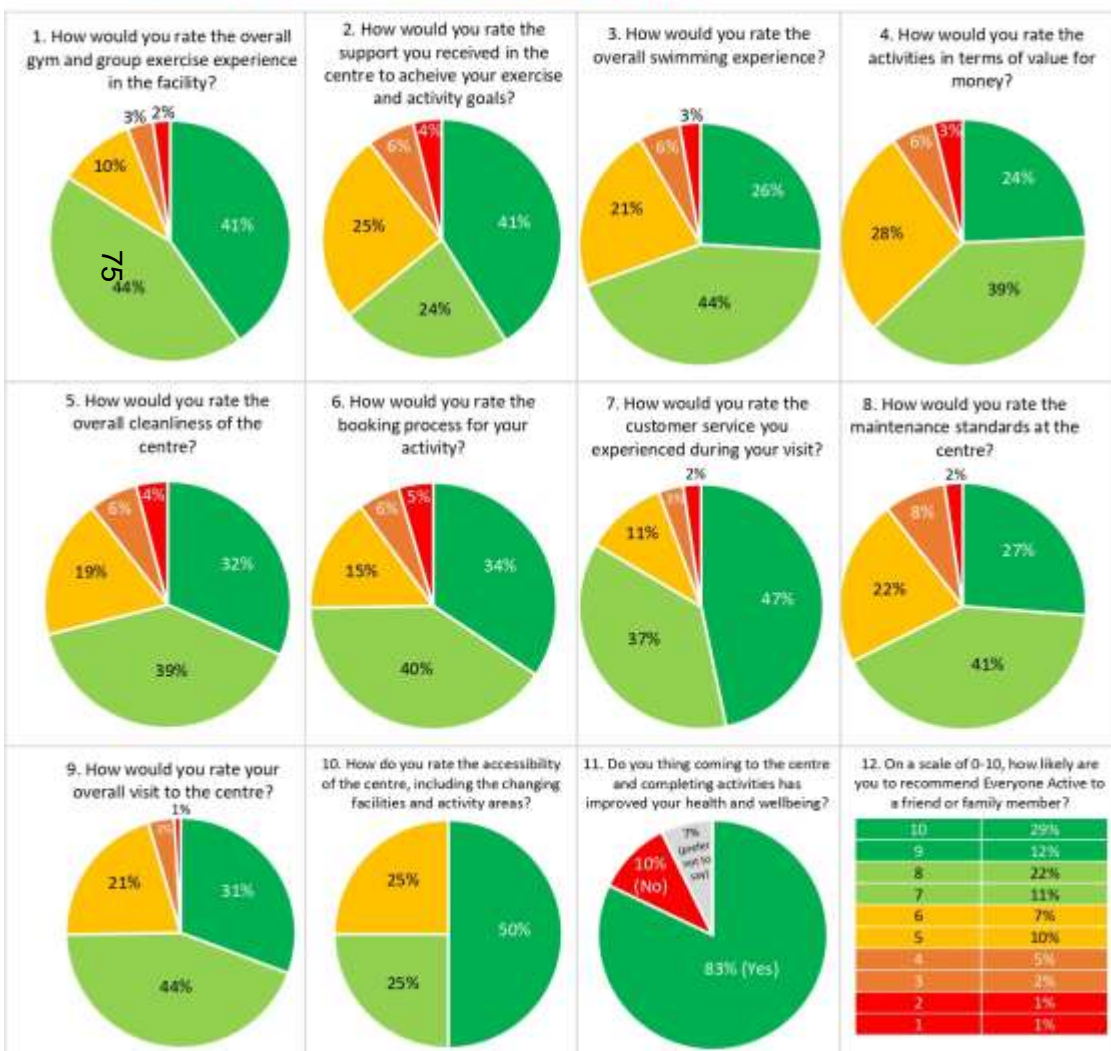


CUSTOMER SURVEY 23/24

YOUR VIEWS MATTER

In December 2023 we undertook a comprehensive survey with the users of Ashby Leisure Centre & Lido, covering 14 areas of our service. The aim of this survey was three-fold. Firstly we sought to identify an overall feel for our centre through the eyes of our customers, secondly to highlight areas where users believe that we are performing above expectation and thirdly to identify areas where they felt improvements could be made. A total of 218 customers took part in the survey, meaning that the feedback received is reflective of general views. Feedback has been considered, with our intended plan of action provided and we will undertake an identical survey in December 2024 in order to measure our direction of travel. Customer engagement and collaborative working sits at the core of our DNA, and we wish to thank all of our customers that have helped us shape our service.

Scoring key: **Outstanding / Very Good / To Expectation / Poor / Very Poor**



CUSTOMER SURVEY 23/24

YOUR VIEWS MATTER

Feedback & Commitment 2024

Area For Consideration / Improvement	Feedback & Commitment
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Value For Money	Pricing dynamics are aligned to Consumer Price Index (CPI) which in essence is 'inflation'. Inflation drives up costs such as energy, pay, consumables and equipment, all of which unfortunately then have to be passed or part relayed onto the customer. This is not something that we 'wish' to do, however the realities are that it is a 'necessity'. Thankfully CPI appears to be decreasing from previously high 2023 levels.
Cleanliness Standards	Within most customer usage heavy sectors, cleanliness is often seen as the highest area of critique. Whilst our customer feedback score in this area of our delivery is quite encouraging there is still room for improvement. As such we will continue to review cleaner and sports attendant rotas to meet programming demands and feedback trends.
Customer Service	Customers of our centre will know that we are committed to a framework of open two way dialogue with our resident user groups, members, swim lesson pupils, regular, and non-regular general users. It's an approach that has drawn acclaim within external assessments of the centre and is one that we are committed to. In addition to that we will continue to deliver formalised internal and external customer care training.
Maintenance Standards	This is an area where customer feedback has improved, much of which we put down to no longer being tied into periods of guarantee on the back of the centre being redeveloped. This means that we have greater autonomy to rectify issues without having to rely on external contractors obliged to resolve them through warranty.



SWIM LESSON SURVEY 23/24

YOUR VIEWS MATTER

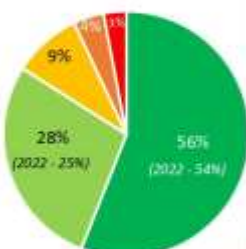
In August 2023 we undertook a comprehensive survey with the parents of our swim lesson scheme pupils at Whitwick & Coalville Leisure Centre, covering 14 areas of our delivery. The aim of this survey was three-fold. We sought to identify an overall feel for the programme and our delivery of it, highlight areas where parents believe we are performing above expectation and identify areas where they felt improvements could be made.

A total of 396 parents took part in the survey, which means that the feedback received is reflective of general parent views. Figures in brackets represent the 2022 scores where the same question was asked. Feedback has been considered, with our intended plan of action provided. We will undertake an identical survey in August 2024 in order to measure our direction of travel.

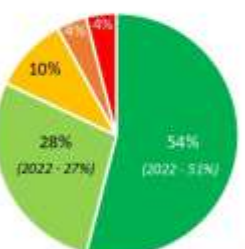
Customer engagement and collaborative working sits at the core of our DNA, and we wish to thank all of the parents that have helped us shape our service.

Scoring key: **Outstanding / Very Good / To Expectation / Poor / Very Poor**

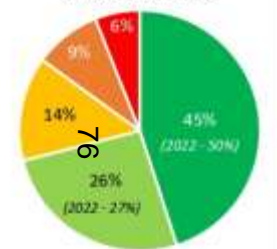
1. How likely are you to recommend swimming lessons with everyone active?



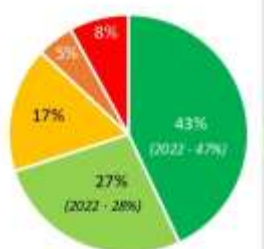
2. How high would you rate the standard of teaching at the leisure centre?



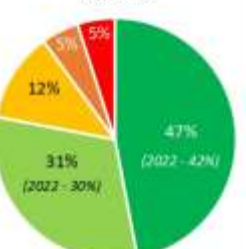
3. How satisfied are you that the stages of swimming lessons progress have been communicated to you by the centre?



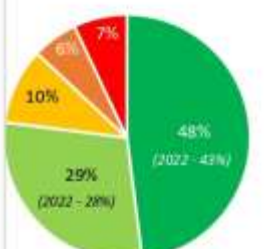
4. If applicable, how satisfied are you that the transfer process on the APP is effective?



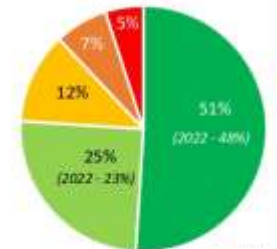
5. How would you rate the feedback and encouragement offered by the teacher to all students?



6. Does the teacher assess the students regularly and give relevant awards?



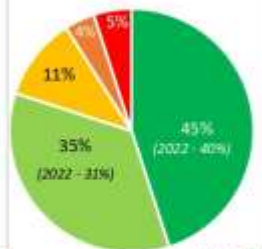
7. How satisfied are you that the swim manager is accessible and answers all queries sufficiently?



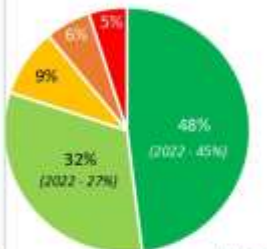
8. How satisfied are you that the swim scheme offers value for money?



9. How satisfied are you that the swim scheme offers a varied programme of class times & days?



10. How satisfied are you that the swim teacher is always punctual?



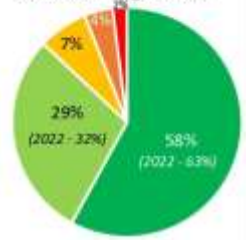
11. How satisfied are you that the teacher/student ratio is acceptable?



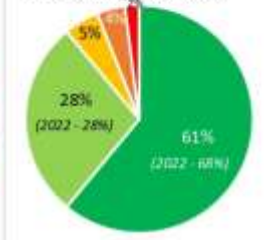
12. How would you rate the booking process, from signing up to moving stages/classes?



13. How would you rate the quality of equipment made available during lessons?



14. How would you rate the state of the facilities in the centre during your lesson?



SWIM LESSON SURVEY 23/24

YOUR VIEWS MATTER

Feedback & Commitment 2024

Area For Consideration / Improvement	Feedback & Commitment
Pupil Certification & Recognition	Everyone Active have recognised that within certain scheme stages there aren't that many Swim England certificates of incremental achievement. As such, we have recently introduced in house Everyone Active certificates of achievements where these are required. These recognise a variety of successes such as specific skills including diving, tumble turns, or certain stroke competencies. Alongside this, we have also recently introduced a Swimmer Of The Month scheme.
Swim Lesson Equipment	We recognise that with over 2,000 swim pupils per week, as well as one of the highest pool utilisation rates within Everyone Active's East Region of 85 leisure centres, equipment naturally has a shelf life. As such, we regularly check equipment and replace items where required on a bi-monthly basis. In addition to that with a continually evolving pool and swim lesson programme we recognise the need to add new items of equipment to our portfolio. Again, this is considered every second month. As part of this, we have recently replaced all our pool noodles and surf boards, and have also ordered a variety of new equipment including animal floats, inflatable pool toys, interactive pool games, and regularly used swim equipment such as blow flips and sinkers.
Cleanliness Standard	Whitwick & Coalville Leisure Centre is registered to the leisure industries assessment scheme for continuous improvement, QUEST. In essence QUEST being the leisure equivalent to education's OFSTED. The centre recently secured 'Excellence' banding putting it in the top 22% of registered centres nationally, with cleanliness standards scoring highly within that. In terms of measurement, this was undertaken by a mystery visitor, followed by an assessor. That said, with usage levels of 800,000 visits per annum we recognise that there are challenges and that we don't always get things right. As such, we have recently introduced new staffing and aligned cleaning rotas to hopefully improve standards.
Aqua Passport App	Everyone Active and their associated IT platform partner have recognised that performance issues have made the app quite slow and cumbersome for users at times. The main issue being that the user interface was not very user friendly, particularly for learners and their parents. Over the course of 2023 a lot of work has been undertaken behind the scenes on this, and we are pleased to advise that a new, improved version of the app is due to be rolled out during the early part of 2024.



SWIM LESSON SURVEY 23/24

YOUR VIEWS MATTER

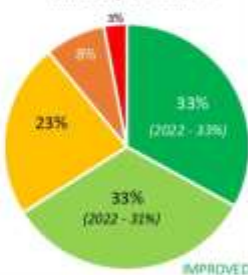
In August 2023 we undertook a comprehensive survey with the parents of our swim lesson scheme pupils at Ashby LC & Lido, covering 14 areas of our delivery. The aim of this survey was three-fold. We sought to identify an overall feel for the programme and our delivery of it, highlight areas where parents believe we are performing above expectation and identify areas where they felt improvements could be made.

A total of 177 parents took part in the survey, which means that the feedback received is reflective of general parent views. Figures in brackets represent the 2022 scores where the same question was asked. Feedback has been considered, with our intended plan of action provided. We will undertake an identical survey in August 2024 in order to measure our direction of travel.

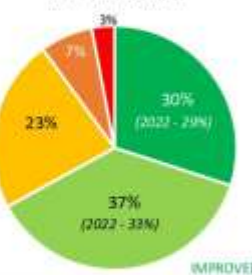
Customer engagement and collaborative working sits at the core of our DNA, and we wish to thank all of the parents that have helped us shape our service...

Scoring key: **Outstanding / Very Good / To Expectation / Poor / Very Poor**

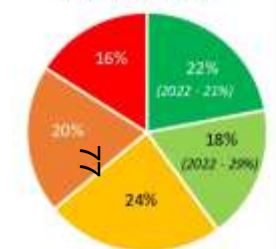
1. How likely are you to recommend swimming lessons with everyone active?



2. How high would you rate the standard of teaching at the leisure centre?



3. How satisfied are you that the stages of swimming lessons progress have been communicated to you by the centre?



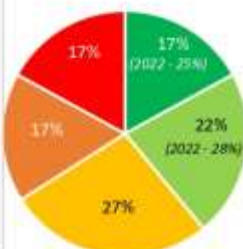
4. If applicable, how satisfied are you that the transfer process on the APP is effective?



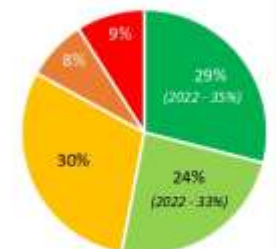
5. How would you rate the feedback and encouragement offered by the teacher to all students?



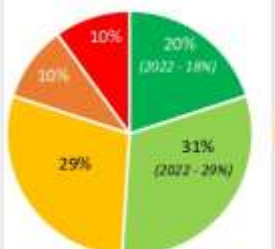
6. Does the teacher assess the students regularly and give relevant awards?



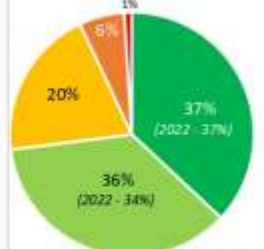
7. How satisfied are you that the swim manager is accessible and answers all queries sufficiently?



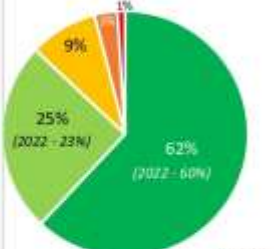
8. How satisfied are you that the swim scheme offers value for money?



9. How satisfied are you that the swim scheme offers a varied programme of class times & days?



10. How satisfied are you that the swim teacher is always punctual?



11. How satisfied are you that the teacher/student ratio is acceptable?



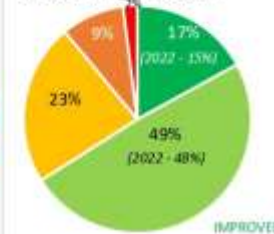
12. How would you rate the booking process, from signing up to moving stages/classes?



13. How would you rate the quality of equipment made available during lessons?



14. How would you rate the state of the facilities in the centre during your lesson?



SWIM LESSON SURVEY 23/24

YOUR VIEWS MATTER

Feedback & Commitment 2024

Area For Consideration / Improvement	Feedback & Commitment
Pupil Certification & Recognition	Everyone Active have recognised that within certain scheme stages there aren't that many Swim England certificates of incremental achievement. As such, we have recently introduced in house Everyone Active certificates of achievements where these are required. These recognise a variety of successes such as specific skills including diving, tumble turns, or certain stroke competencies. Alongside this, we have also recently introduced a Swimmer Of The Month scheme.
Swim Lesson Equipment	We recognise that with over 1,200 swim pupils per week, as well as one of the higher pool utilisation rates within Everyone Active's East Region of 85 leisure centres, equipment naturally has a shelf life. As such, we regularly check equipment and replace items where required on a bi-monthly basis. In addition to that with a continually evolving pool and swim lesson programme we recognise the need to add new items to our equipment portfolio. Again, this is considered every second month. As part of this, we have recently replaced several items of equipment, many of which will be used within the swim lesson programme.
Swim Scheme Manager Liaison	Our Swim Scheme Manager, Leisa Nicholls is readily contactable by email via:- leisanicholls@everyoneactive.com Given the non-traditional spelling of her first name she has business cards located on reception as well as her details being carried within centre information points. She is more than happy to discuss any issues, concerns, or questions that may arise. She is happy to discuss these via e-mail, over the phone, or in person, whilst the reception team are equally happy to take messages, which she checks daily. In addition to this Leisa is quite visual on poolside during lessons and is more than happy to engage with customers during visits. She's here to help where she can, so don't be shy 😊
Aqua Passport App	Everyone Active and their associated IT partner have recognised that performance issues have made this platform quite slow and cumbersome for users at times. The main issue being that the user interface was not very user friendly, particularly for learners and their parents. Over the course of 2023 a lot of work has been undertaken behind the scenes on this, and we are pleased to advise that a new, improved version of the app is due to be rolled out during the early part of 2024.



8. Service

8.1 Customer Feedback

Customer feedback and collaborative working form a key element of the DNA within the NWL partnership, with Quest assessors and associated reports consistently highlighting it as a major area of strength that is far and above that typically found within leisure centres nationally.

Feedback that is subsequently used as part of decision-making processes is sought through a variety of methods including:-

- Steering Group – A forum that meets twice a year consisting of NWLDC officers, elected members, representatives from resident leisure centre groups, and members of the Everyone Active Management
- Resident User Group - 1:1 meetings with Everyone Active’s Active Communities Manager
- Website Feedback
- Direct Mail
- Social Media Feedback
- Verbal Comments
- Meet The Manager Clinics (two per year)
- Single Customer View (SCV) – Customer engagement platform

Dedicated noticeboards located within key areas of footfall advise customers on the various channels through which we engage with them, whilst our customer charter is displayed in each centre, along with a summary of popular customer feedback themes and the centre management teams responses to those in a “You Say We Did” style template that is updated on a bi-monthly basis.

8.2 Customer Satisfaction

In Partnership Year 5 we undertook our first ever general customer survey exercise across each of the two centres on the back of identifying an appropriate customer survey platform to do so. This led to our receiving feedback from **709** users at Whitwick & Coalville Leisure Centre and **218** at Ashby Leisure Centre & Lido. The survey was undertaken in December 2023, covering 14 core areas of delivery which included;- facilities, support and colleagues, activities, value for money, cleanliness, maintenance and accessibility. A follow up survey is planned for December 2024.

In Partnership Year 5 we also undertook a comprehensive 14 question swim lesson survey at both centres in August 2023 that covered all areas of the programme from initial contact to end outcome. Strong pre-issue promotion of the survey highlighting its importance in terms of helping to shape service resulted in **396** responses at Whitwick & Coalville Leisure Centre (19% of the swimmers on scheme) and **177** at Ashby Leisure Centre & Lido (15% of the swimmers on scheme).

The outcomes were compared directly to those secured to the same questions in August 2022, evidencing year on year improvement through the eyes of the customers at both centres.

The results of both surveys were displayed publicly, with the feedback from them considered within Team Meetings and Quality Action Plan briefings with Heads of Department, including those held with the Swim Managers at each site. This was subsequently shared publicly alongside the surveys. In essence, our commitments to customers on the back of feedback received.

Customer satisfaction is currently measured through bespoke surveys such as the above, and monthly complaints per 10,000 visits. In addition to that, it was agreed with NWLDC in Partnership Year 4 that Google Review scoring would be implemented within the Business Plans for each centre in Partnership Year 5 against a desired barometer of 4/5*. Currently Whitwick & Coalville is **4.3/5***, whilst Ashby LC & Lido is **4.1/5***



8.3 Compliments

Whilst compliments are not formally measured by Everyone Active, the two centres received a high number of compliments over the course of the fourth partnership year, with these captured on a month-by-month basis within the formal Performance Monitoring Review (PMR) reports and then verbally in Client/Contractor Meetings. Common themes reported included; -



- Response and communication in regards to Maintenance issues
- Addition of GP related classes to the Group Exercise programme, with these being included within membership packages.
- New additions to the centre programmes
- Several examples of high quality first aid incident response and management
- Lido refurbishment investment. Customers remain highly appreciative that it remains the last public lido in the East Midlands
- Swim lesson standards and associated value for money
- The continued delivery of Cold-Water Swimming despite take up levels being minimal at times
- Information at site and on-line, including the way in which it is presented.
- GP Referral scheme management and health intervention outcomes
- Customer and club engagement delivery
- Club Activ8 scheme management and communication
- The delivery of various high-profile events
- Staff customer service standards

8.4 Complaints

Customer complaints are recorded and analysed against participation levels, with all complaints responded to. The number of complaints received for the fourth partnership year was 731 from 1,286,153 visits.

This represented an average of **5.68** complaints per 10,000 visits, which compared favourably against the 6.42 per 10,000 visits seen in the fourth year of the partnership. It was also the lowest figure recorded to date.

Table 8.4.1 - Hermitage Leisure Centre/Whitwick & Coalville Leisure Centre Complaints – Partnership Years 1-5

Measure/ Partnership Year	Partnership Year 1	Partnership Year 2	Partnership Year 3	Partnership Year 4	Partnership Year 5
Attendance	339,931	94,274	418,618	797,493	835,553
Number of Complaints	244	61	271	508	473
Complaints Per 10,000 Visits	7.18	6.49	6.47	6.36	5.66
Complaints Responded To	100%	100%	100%	100%	100%

Table 8.4.2 - Ashby Leisure Centre & Lido Complaints – Partnership Years 1-5

Measure/ Partnership Year	Partnership Year 1	Partnership Year 2	Partnership Year 3	Partnership Year 4	Partnership Year 5
Attendance	386,057	122,432	405,253	412,882	450,600
Number of Complaints	268	80	275	269	258
Complaints Per 10,000 Visits	6.94	6.54	6.78	6.51	5.72
Complaints Responded To	100%	100%	100%	100%	100%

Table 8.4.3 - Overall Complaints (Both Sites) – Partnership Years 1-5

Measure/ Partnership Year	Partnership Year 1	Partnership Year 2	Partnership Year 3	Partnership Year 4	Partnership Year 5
Attendance	725,988	216,706	823,871	1,210,435	1,286,153
Number of Complaints	512	141	546	777	731
Complaints Per 10,000 Visits	7.06	6.51	6.63	6.42	5.68
Complaints Responded To	100%	100%	100%	100%	100%

We analyse complaints for common themes and use these as areas for improvement as soon as possible. As with ‘compliments’, these are reported to the council through the monthly Performance Monitoring Reviews (PMR) reporting framework. Common themes experienced within the fifth year of the partnership included;-

- Periodic closures of the Health Suite at Whitwick & Coalville Leisure Centre
- Maintenance issues at Ashby Leisure Centre & Lido.
- Access issues and performance of the swim lesson on-line customer portal
- Amendments to the leisure link scheme.
- Fitness class availability (some classes)

8.2 Maintenance of Buildings, Plant and Equipment

We have maintained our registration under Health & Safety OHSAS 18001 management standards, thus demonstrating our commitment to best practice and compliance. This informs the strategy and direction of how we manage maintenance of the buildings, plant, and equipment.

The management of maintenance is split into proactive and reactive. The Planned Preventative Maintenance (PPM) schedule provides a programme of servicing and maintenance to ensure plant and equipment realise their economic life. The PPM schedule incorporates the relevant statutory inspections required to be compliant with all relevant legislation (see Health & Safety section for more information on statutory inspections). These reports ([Annual Reporting Schedule - Document 24](#)) have been submitted to the Council as part of the annual reporting process.

The reactive schedule provides a structured approach for dealing with breakdown and repairs to ensure the buildings and services are maintained to a high standard. On a monthly basis we submit a reactive maintenance log indicating the number tasks raised and completed in the month, as well as a yearly summary report ([Annual Reporting Schedule - Document 19](#)). This indicates the volume of tasks being generated and completed monthly. The variety of these jobs is huge, varying from putting up a notice board, replacing a lamp, or replacing an air filter to larger jobs such as repairing a dosing line or arranging for a full pump repair.

Table 8.2.1 – Maintenance Tasks Undertaken By The In-House Maintenance Team - Partnership Year 5

Site	Q1 - May 23 – July 23	Q2 - Aug 23 – Oct 23	Q3 - Nov 23 – Jan 24	Q4 - Feb 24 – April 24	Totals
Whitwick & Coalville LC	69	80	73	68	290
Ashby LC & Lido	44	54	50	53	201
Total	113	134	123	121	491

8.3 Equipment

Equipment is maintained to be safe, fit for purpose and able to meet programming requirements. The inventory is updated on a regular basis to reflect any changes. These reports ([Annual Reporting Schedule - Document 7](#)) continue to be submitted to the Council as part of the annual reporting process.



8.4 Cleaning

Cleaning tasks are split into routine/planned and reactive. Cleaning and housekeeping standards are clearly set out in operational audit books as well as in dedicated cleaning schedules which dictate the frequency of the tasks i.e., daily, weekly, monthly, quarterly, annual, as well as the times of the day they should be complete by whom.

These are captured within the Cleaning Schedule ([Annual Reporting Schedule Document 3](#)) within the annual council reporting compliance schedule. Regular 'deep cleaning' of key areas are a fundamental part of this regime. Specialist cleaning tasks such as external window cleaning is contracted to third parties and scheduled as part of the cleaning regime.

Monitoring and auditing is carried out vigorously to ensure compliance of the required standards. Auditing is carried out by several different people and organisations:

Internal audits:

- 6 monthly audits by the Regional Health, Safety and Quality Manager.
- Monthly inspections by the Area Manager
- Weekly inspections by the Contract Manager.
- Daily and weekly audits by the General Manager and Department Managers.
- Daily audits by the Duty Managers.

External audits:

- Monthly by the Council
- Annually as part of Quest Accreditation – Mystery visitor + Assessor visit
- Annually as part of the UK Active Awards – Mystery Visitor element.

8.5 Service Improvement

Continuous improvement is an integral part of quality service delivery and has been incorporated into an overarching [Quest Accreditation & Contract Action Plan report \(Annual Reporting Schedule - Document 22\)](#) that by its very nature evolves continually.



This all-encompassing document pulls together actions derived from several sources such as Council inspections, health & safety audits, customer feedback, internal inspections, Quest assessment feedback and colleague suggestions.

8.6 Service Interruptions

During Partnership Year 5 we experienced one maintenance related facility closure as a result of a major power failure within the local area. This occurred at Whitwick & Coalville Leisure Centre on Wednesday 17th January 2024 when local businesses and residential properties lost power for a period of 2.5 hours.

This resulted in the centre being evacuated and admission suspended thereafter. Swimming lessons on the day had to be cancelled, with all customers notified and subsequently refunded.

8.7 Community Contributions (Free Activity)

Within Everyone Active's tender submission document, reference was made to our providing a minimum value of £500 per month (£6,000 pa) of free public activity within our Oadby & Wigston partnership.

A commitment to undertake similar within the NWL partnership was made; However, this has been significantly exceeded throughout the partnership to date via our front foot approach to supporting the local community.



In total we provided a value of **£315,717** in discounted or free usage arrangements with local community partners. Notable partnerships/ sponsorships within Partnership Year 5 included: Coalville Fireflies Netball Club, Coalville Town FC Women, Ashby Baggers Cornhole Club, Ashby Ivanhoe FC and the Ashby 20 Road Race.

Table 8.7.1 – Summary of Free Activity & Community Contributions – Partnership Year 5

Description	Number	Unit Value (£)	Total Value (£)
(CA8) Primary School	20,267	3-50	70,934
(CA8) Upper School	26,740	8-80	235,312
Talented Athletes Complimentary Annual Membership	7	399-90	2,799
Complimentary Swim Pass	36	5-25	189
Disabled User Complimentary Passes	20	3-95	79
Various Requests Complimentary Passes	98	10-75	1,054
NWLDC Employee Membership Discount	25	100-00	2,500
NWLDC Event & Local Team Sponsorship	6	Various	2,550
School Sports Partnership (SSP) Events	6	50-00	300
Total			£315,717

9. Quality Assurance

9.1 Internal Health and Safety Audits

Health and Safety audits are carried out by the Everyone Active Regional Health and Safety Management Team. Following the principle of continuous improvement, the assessments inform an action plan designed from the feedback.

For the avoidance of doubt, our Health and Safety audits set a standard far higher than required to safely operate the centres. The criteria stipulate an ‘all or nothing’ approach and each item requires consistent records to achieve the mark.



Under previous assessment criteria, Everyone Active historically sought new sites to secure an initial minimum score of 65%, subsequently migrating to 95% by the fourth cycle of assessment. With respective scores of 90.0% and 91.4% secured in their third cycle of assessment, both the former Hermitage/W&CL and Ashby LC & Lido were well on course to achieve the desired benchmark, having increased from scores of 78.0% and 80.0% recorded the previous year.

Assessment criteria was changed in 2022, with sites advised that a score of 85% be secured within Year 1 (2022), migrating to the previous standard of 95% at the third cycle of assessment in 2024. As the table below shows, with Year 2 scores of 95.1 % and 95.6% both centres have already met corporate expectations.

Table 9.1.1 – Health & Safety Audit Scores – Partnership Years 1-5

Centre	2019 (Partnership Year 1)	2020 (Partnership Year 2)	2021 (Partnership Year 3)	2022 (Partnership Year 4)	2023 (Partnership Year 5)
Hermitage/ W&C LC	70.0	78.0	90.0	87.4	95.1
Ashby LC & Lido	71.0	80.0	91.4	87.1	95.6
Average	70.5	79.0	90.7	87.3	95.35

9.2 External Audit / Inspections

Towards the latter part of Partnership Year 1 monthly monitoring inspections undertaken by NWLDC’s appointed Client Officer commenced, with a formal reporting template created that captured findings and agreed rectification timescales, with updates on remedial action taken subsequently provided by Everyone Active.

Due to the impact of the Covid-19 pandemic the councils Client Officer was unable to undertake any of these inspections during Partnership Year 2; However, these resumed towards the end of Partnership Year 3.

In Partnership Year 4 a shared drive was set up by NWLDC within which the template now sits. Inspections have continued to take place on a monthly basis since.



9.3 Quest Accreditation

Quest is the Sport England recommended Continuous improvement Tool for leisure facilities and sports development teams, designed to measure how effective organisations are at providing customer service, their proficiency at delivering varied activity programmes in a clean and well-maintained environment, along with assessing their impact on the health and wellbeing of communities.



The scheme is currently managed by Right Directions, on behalf of Sport England.

Hermitage Leisure Centre / Whitwick & Coalville Leisure Centre

Hermitage underwent a QUEST Prime Covid assessment in December 2020, receiving an overall rating of 'Very Good', with the assessor advising the centre to be closing in on the 'Excellent' banding level. Due to the age of the facility, this represented a hugely satisfying testament to the service.

As a result of the pandemic, the centre subsequently closed its doors for a period of four months, reopening them with a limited programme and decreased usage levels. When allied to the centre being due for closure in 2022, Right Directions agreed that Hermitage need not undergo further assessment and would retain its banding and current score until such time as it closed, with a fresh cycle of assessment commencing at the new Whitwick & Coalville Leisure Centre once it had become established.

Whitwick & Coalville Leisure Centre underwent its first cycle of assessment in June 2023 (Partnership Year 5) scoring 'Excellent' at the first time of asking. Within it, the following Mystery Visitor and Assessor strengths were advised.

Mystery Visit Strengths

- The website is professional, informative and easy to navigate
- Centre programming was varied and inclusive
- Staff spoken to were knowledgeable and fully familiar with their role
- Artwork presented within the centre relating to the Kings Coronation was a welcome touch
- Staff were highly visible and smartly attired in corporate uniform
- Standards of housekeeping and monitoring were good.
- A varied range of high-quality goods for re-sale was offered.
- Staff were well managed proving a safe and enjoyable customer experience for users
- Swim sessions were busy and well-managed, creating a positive customer experience vibe

Assessment Strengths

- 98.85% of operational checks were completed to standard and on-time
- The EQMS (quality management system) was impressive, containing detail and depth. The staff team utilised it to a high standard.
- Programming was excellent, with the opportunities for young people particularly impressive.
- Staff spoken to demonstrated a clear passion and pride in this area of the centres delivery.
- Health and Fitness membership targets were ahead of target.
- The Absorb staff training on-line platform was impressive. Associated staff completion rates were high, with members of the team commenting favourably on learning content.
- Customer complaint levels were much lower than the corporate standard. These positive results being achieved through several customer and resident user engagement platforms.

- Centre management had a full grasp on local demography data, with the staff team closely aligned to it.
- The Annual Service Report (this document) provided a fantastic overview of the previous years performance.
- The centre had won the 'Best Performing Centre' award within the corporate organisations East Region of 85 centres in 2022/23.
- The centre had generated the highest value of Social Value within the corporate organisations East Region – South Area in 2022/23

Ashby Leisure Centre & Lido

Ashby Leisure Centre & Lido underwent a full QUEST assessment on 19 May 2022, securing a 'Very Good' banding, with the assessor also advising that it had every chance of securing an 'Excellent' banding at the next cycle of assessment in May 2024 (Partnership Year 6). Mystery Visitor and Assessor strengths were advised as follows:-

Mystery Visit Strengths

- The centre was very well-presented throughout, with all notice boards full of strong eye-catching information.
- Cleaning and hygiene standards were good throughout.
- The maintenance and housekeeping at the centre were to a high standard.
- The Lifeguards were watching the pool professionally and attentively.
- All telephone calls to the centre were answered within a reasonable timeframe and with a standard corporate greeting.
- Best practice approaches were in place to provide customer confidence that cleaning standards, sanitising, and disinfecting are being constantly maintained.

Assessment Strengths

- Due to the Club Activ8 scheme, wider community clubs have become involved with the centre, with discounts and benefits offered to those previously unable to use the centre.
- The EQMS management system was user friendly, brilliantly designed, and provided a great support to the centre in terms of day to day operation.
- Continuously improving Health & Safety audit scores pointed to a strong direction of travel against corporate expectations
- The Swim Lesson program was designed within the Swim England Framework and is overseen and managed to a high standard by the Swim Manager.
- There is strong evidence that customer feedback is followed up, responded to, and action is implemented if appropriate to improve the service.
- There was a regular schedule of customer forum meetings held at the centre, with a selection of stake holders, members, and local politicians having a seat on the forum. Over time it has proven itself to be an effective way of communication and 'getting things done'.
- Each employee has access to EQMS and all the information on there, as well as Absorb Training which they need to complete pre-employment.
- EQMS checks were completed on time, with system in place that provide internal competition as well as highlighting missed checks.
- There was a good feel to the centre, with lots of customers interacting with the management team evidencing a strong community vibe.
- Staffing levels within the centre were sufficient to meet customer and programme demand.
- Customer information within dedicated notice boards was to a very high standard

Note – Although further detail will appear within the Partnership Year 6 report, we are pleased to advise that Ashby Leisure Centre & Lido subsequently scored ‘Excellent’ in its May 2024 assessment. This means that both centres have ‘Excellent’ banding, thereby sitting within the top 22% of centres nationally accredited through the scheme.

10. Health & Safety

10.1 Major Incidents

In Partnership Year 5 there were three major incidents that occurred at Ashby Leisure Centre & Lido, although the first of these was external to the centres red line boundary.

- **Thursday 2nd May 2023 – Ashby Leisure Centre & Lido** – IP suffered a heart attack whilst exercising in the gym. CPR and Defib were applied and IP taken to hospital in an ambulance. The IP made a full recovery.
- **Thursday 25th May 2023 – Whitwick & Coalville Leisure Centre** – During a public swim session a disabled user lost consciousness and had a severe heart attack. CPR and Defib were applied prior to being taken to hospital. Unfortunately, the IP subsequently passed away.
- **Tuesday 16th April 2024 – Whitwick & Coalville** – During a public swim session a disabled user began to fit causing loss of consciousness and triggered a heart attack. CPR & Defib were applied prior to being taken to hospital in an ambulance. The IP made a full recovery.

10.2 Accident Analysis Table

Table 10.2.1 – Accident Analysis – Partnership Year 5

Information	Whitwick & Coalville LC	Ashby LC & Lido	Total
Site Attendance	835,553	450,600	1,286,153
Accidents	101	45	146
RIDDORS	0	0	0
Accidents Per 10,000 Visitors	1.21	1.00	1.14

The average accidents per 10,000 across Everyone Active’s portfolio of 250 centres is 2.06, so it is pleasing to see both Whitwick & Coalville and Ashby Leisure Centre & Lido remain significantly under this benchmark for a fourth successive year

10.3:- Statutory inspections

To achieve legislative compliance, we have a programme of statutory inspections. These are part of the Planned Preventative Maintenance (PPM) Schedules ([Annual Reporting Schedule - Document 24](#)) and continue to be submitted to the Council as part of the annual reporting process.



11. Environmental

11.1 ISO14001

The Corporate Environmental Policy informs the structure and direction of how we manage environmental issues. Everyone Active have maintained our ongoing registration under Environmental ISO 1400 management standards. This sets out our objectives for carbon reduction, energy reduction and re- cycling.

In September 2022 Whitwick & Coalville was chosen along with four other sites within Everyone Active's East Region of 85 centres, to undergo ISO 1400 accreditation assessment. We subsequently achieved this, securing excellent feedback from the assessor in relation to our ongoing commitment to environmental management. Everyone Active are committed to continually achieve the ISO 1400 accreditation and Ashby Leisure Centre & Lido has been chosen within the next cycle of assessments which will take place in Partnership Year 6 (August 2024)

Both centres deliver a yearly contract specific Energy Engagement Plan (EEP) ([Document 6 – Annual Reporting Schedule](#)) and an Energy Reduction Plan aligned to ISO 1400 performance standards. These continue to be well received by NWLDC, as well as being consistently championed by QUEST as examples of best practice.

The following headlines sit within these plans:

- Reduce energy utility usage (kWh) v budget by 5%
- Reduce our Carbon Emissions v 23/24 by 5%
- To Install more Solar Panels within the NWL contract through the SPSF programme.
- Reduce DEC rating at both centres
- Reduce the amount of waste at our leisure centres
- To recycle 20% of our waste within our centres
- Encourage colleagues and customers to use green forms of transport
- Compliance with ISO 14001 accreditation

Whitwick and Coalville Leisure Centre have a BREEAM Excellent rating that demonstrates a sustainability-focussed approach to the building and operating of the facility. The building incorporates a photovoltaic (PV) array mounted on the roof; EV charging bays in the carpark; energy efficient LED lighting throughout and smart building controls via a state-of-the-art building management system (BMS).

Environmental management actions taken at Ashby Leisure Centre & Lido include;

- The upgrading and servicing of our BMS system ensures the centres plant operates at optimum level.
- Continuous daily monitoring of utilities and CHP performance.
- In conjunction with NWLDC, the replacement of all car park lighting to LED's.
- The reduction of pool temperatures by 0.5C
- Encouraging customers to use green forms of active travel In addition to this, all colleagues undertake regular environmental training at both centres.

In addition to that, we have a Green Champion in place across the two centres who is responsible for implementing policies and ensuring staff awareness. Aside from corporate and site level environmental management delivery, Everyone Active work closely with NWLDC on its Carbon Zero Project, with the partnership deemed to be far in advance of the majority seen elsewhere within Everyone Active's East Region. The companies Group Sustainability Manager puts this down to a combination of a proactive local authority and fully engaged EA contract.

11.2 Display Energy Certificate (DEC)

Ashby Leisure Centre achieved a Display Energy Certificate (DEC) rating of **67** in November 2023, which represented a decrease of two on the previous year. Given that the centre's facility mix includes three swimming pools, a rating of this level is viewed as impressive within the leisure industry.

Whitwick & Coalville LC secured its first DEC rating in September 2023. At just **21** this supports the facilities BREEAM 'excellent' rating, evidencing that the centre is operating at optimum efficiency.

Both DEC ratings are a clear indicator our Energy Engagement plan, Energy Reduction plan, and partnership with NWLDC's Carbon Net Zero plan is working.

11.3 Energy Consumption

We use a software analytics package to record energy consumption via Automated Meter Readings (AMR's) which subsequently provides our energy consultant partners with half hour, hourly, daily and monthly usage data which is displayed on our energy portal.

This in turn provides daily, monthly, and annual trends with regards to consumption, with monitoring, investigation, and action managed collaboratively between Everyone Active's Regional Technical Manager and the management team at site. In addition to that the Duty Management team undertake meter readings daily.

We have Combined Heat & Power (CHP) units in place at both centres which are monitored daily to ensure optimum efficiency performance. Gas consumption tends to be affected much more than electrical consumption, as it is gas that runs the water and heating systems, so varies dependent on usage levels and ambient air temperatures. Electricity consumption is related to the operation of lights and air handling, so is less open to variance unless we experience issues with the CHP units.

Both centres have relatively new Building Management Systems (BMS) in place that allow us to control and monitor the usage of electrical / plant equipment such as air conditioning, pool temperatures and pool pumps. These are set on timers within the BMS, which allow us to ramp down during quieter times or at night when the centre is closed.

Whilst energy saving measures such as a migration to LED Lighting at Ashby LC & Lido and improvements made to the pool plants and BMS systems at each site clearly impact on energy consumption, providing tangible comparative year on year data has proved difficult due to a combination of redevelopment, a new build, and the impact of a pandemic.

In Partnership Year 1 the then Hood Park LC underwent a major redevelopment, before the year ended with the centre's closed for the last 6 weeks due to the Covid-19 pandemic. Partnership Year 2 saw the centre's closed for seven months across three separate closure periods because of the pandemic, with activities and usage curtailed in between due to best practice measures. Partnership Year 3 commenced with the centres operating a reduced programme and facility usage due to the impact of the pandemic, before finishing with the closure of Hermitage LC and the opening of the new Whitwick & Coalville Leisure Centre.

Partnership Year 4 represented the first year that we were able to secure 'base line' data to be subsequently comparatively bench marked against. Partnership Year 5 represented the first year that we were able to do so. In terms of Partnership Year 5 it should be noted that gas usage increased due to our extending the running times of the Combined Heat & Power (CHP) units at both centres. CHP units burn gas to create electricity which in turn saves us buying from the grid. This decision was taken as gas is cheaper per unit price than electricity, thereby making the savings (£) on electricity greater than those aligned to the slight increase in gas.

Table; 11.3.1 ; Energy Consumption 2023/24 Partnership Year 5

Partnership Year 5	Whitwick & Coalville	Ashby LC	Total
Gas (kwh)	2,196,373 kwh	2,266,485 kwh	4,462,858 kwh
Electricity (kwh)	270,532 kwh	124,499 kwh	395,031 kwh
Total (kwh)	2,466,905 kwh	2,390,984 kwh	4,857,889 kwh

Table 11.3.2 ; - Energy Consumption 2022/23 - Partnership Year 4

Partnership Year 4	Whitwick & Coalville	Ashby LC	Total
Gas (kwh)	2,108,651 kwh	2,030,354 kwh	4,139,005 kwh
Electricity (kwh)	377,216 kwh	167,156 kwh	544,372 kwh
Total (kwh)	2,485,867 kwh	2,197,510 kwh	4,683,377 kwh

Table 11.3.3 ; Energy Consumption 2021/22 - Partnership Year 3

Partnership Year 3	Hermitage / W&C	Ashby LC	Total
Gas (kwh)	1,376,553 kwh	2,229,729 kwh	3,606,282 kwh
Electricity (kwh)	400,510 kwh	237,725 kwh	638,235 kwh
Total (kwh)	1,777,063 kwh	2,467,454 kwh	4,244,517 kwh

Table 11.3.4 ; Energy Consumption 2020/21 – Partnership Year 2

Partnership Year 2	Hermitage LC	Hood Park LC	Total
Gas (kwh)	1,408,983	1,386,835	2,795,818
Electricity (kwh)	347,514	282,943	630,460
Total	1,756,497	1,669,778	3,426,278

Table; 11.3.5 ; Energy Consumption 2019/20 Partnership Year 1

Partnership Year 1	Hermitage LC	Hood Park LC	Total
Gas (kwh)	1,801,690	3,249,999	5,051,689
Electricity (kwh)	311,263	267,029	578,292
Total	2,112,953	3,517,028	5,629,981

Water Quality is monitored daily by the site teams and also on a monthly / quarterly basis from our specialist contractors – Kingfisher Environmental Services Ltd. All the bacteriological reports for the period May 2022 – April 2023 came back highly satisfactory and there were no reported incidents.



12. Financial

12.1 Operational Expenditure and Income

Operational Expenditure and Income for Partnership Year 5 (May 2023 to April 2024) has been reported to NWLDC in line with contractual requirements.



13. Reporting Schedule

NWL/ SLM Report Schedule		
Partnership Year 5: May 2023 - April 2024		
Document Ref Number	Report Type	Submitted
1	Annual Service Report	Y
2	Physical Activity, Health and Economic Support Outcomes Framework	Y
3	Cleaning Schedule	Y
4	Electrical Certificate	Y
5	Emergency Action Plan	Y
6	Environmental & Energy Plan	Y
7	Equipment Inventory	Y
8	Event Management Plan	Y
9	Facility Health & Safety Procedures	Y
10	Fire Risk Assessment	Y
11	Grounds Maintenance Schedule	Y
12	Legionella Reports	Y
13	Licensing & Legislation Compliance	Y
14	Lightening Conductor	Y
15	Annual Marketing Plan	Y
16	Opening Hours	Y
17	Performance Monitoring	Y
18	Pricing Schedule	Y
19	Programmed Maintenance	Y
20	Programme of Use	Y
21	Property Database	Y
22	Quest Accreditation & Contract Action Plan	Y
23	Staff Training Plan	Y
24	5 Year Maintenance Plan	Y
25	Club Activ8 Scheme Annual Report	Y

14. Appendix

14.1 Social Values





SOCIAL VALUE CALCULATOR REPORT

OPERATOR NAME :
EVERYONE ACTIVE

REPORT DATE:
05.07.2024



1 - FILTERS

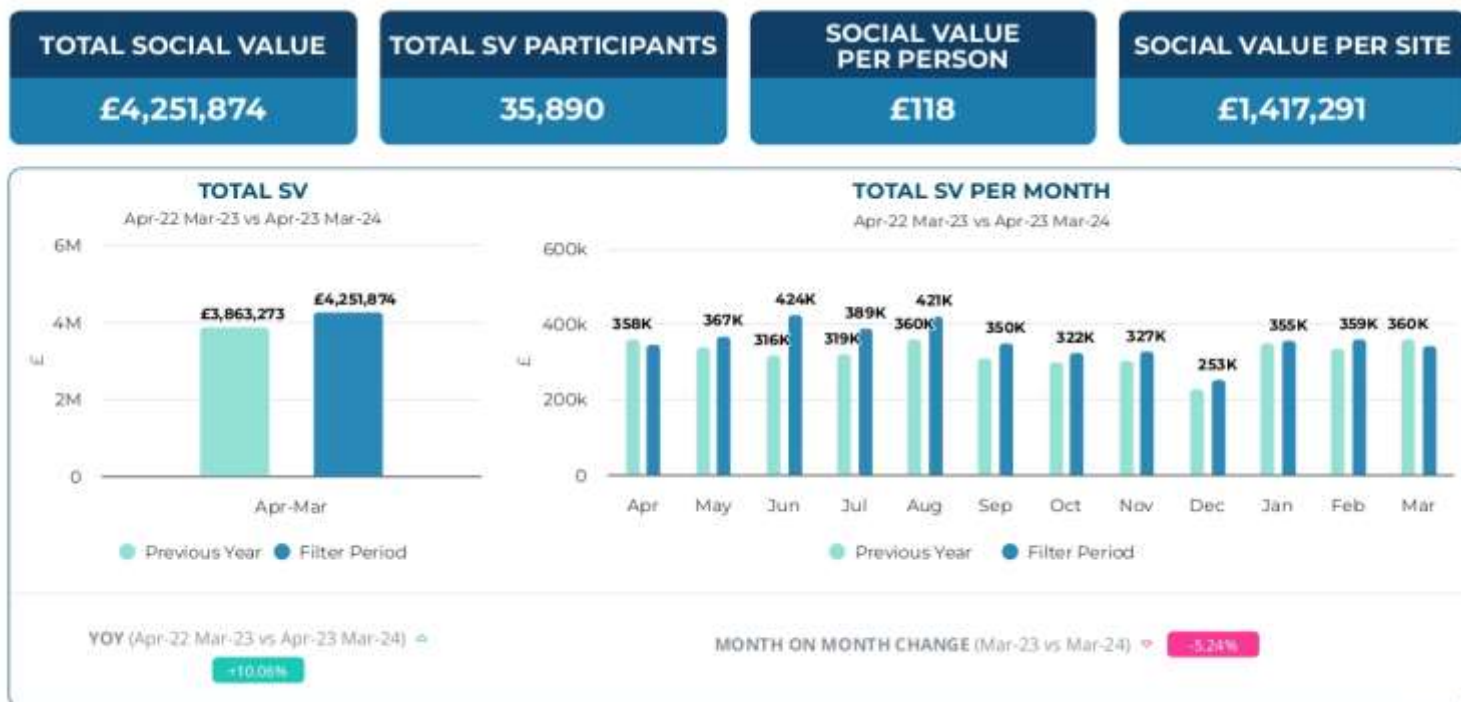
4GLOBAL Social Value Calculator uses filtering based on date, location, demographics, membership and activity type. The following filters have been selected to generate this Social Value report.

DATE	04-2023 to 03-2024
BENCHMARK PERIOD	Same period last year
LOCATION	NORTH WEST LEICESTERSHIRE CONTRACT
DEMOGRAPHICS	Gender: All Age: All
CASUAL / MEMBER	All
MEMBERSHIP TYPE	All
ACTIVITY TYPE	All

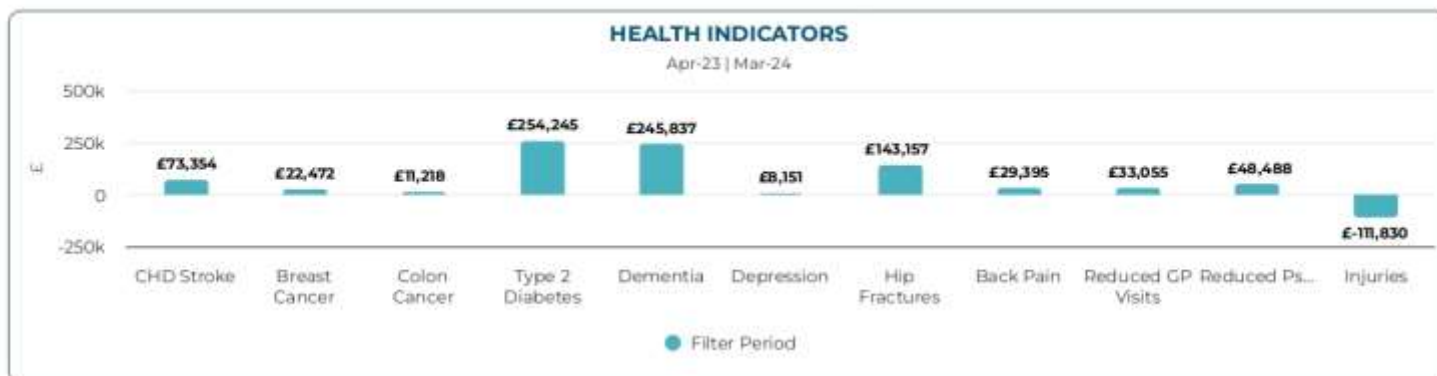


2 - SOCIAL VALUE DASHBOARD

The dashboard displays the main Social Value KPIs based on selected filters: 1-Total social value generated, 2-Total number of participants generating social value 3-Average social value per person, 4-Average social value per site. The total social value is then broken down by month within the selected time period and benchmarked against the same time period from the previous year.



INDICATORS



HEALTH INDICATORS

The Social Value for **Physical and Mental Health** is calculated based on the health care cost savings for eight health outcomes based on the reduced risk and prevented cases combined with the reduced GP visits & psychotherapy usage for physically active people.

The Subjective Wellbeing outcome refers to the increase in life satisfaction. It is calculated by multiplying the value of increased wellbeing derived from a participant's engagement in sport by the number of unique people taking part.

Individual Development refers to the improvement in educational attainment and higher starting salaries gained through participating in sport at university.

Social and Community Development outcome represents the reduction in crime rates for young males and the social capital based on improved networks, trust and reciprocity.



3 - BENCHMARKING

This section provides comparisons for the selected KPIs (social value per site, social value per person and social value growth) against the sector benchmarks. For each KPI, you can see the Actual Value, the Index Score and the Sector Graph, which groups all individual sites from the sector into four quartiles based on their performance in the selected KPI.



SOCIAL VALUE PER SITE

The average social value generated by each site within the selected time period is calculated by the division of the total social value generated by the operator by the number of sites included in the filter. This value is then benchmarked with all sites the sector on the quartile graph.

Actual Value: The actual social value delivered by the operator (or the selected sites) within the selected time period.

Index Score: The percentage score (1 to 100) given to the operator (or the site) based on their performance against the rest of the sector – a higher score represents better performance (i.e. 100 is the best performing site/ operator).

Sector Graph: The graph with all sites from the sector matching the selected filters grouped into four quartiles based on their performance – i.e. Top Quartile includes the best performing 25% of the sites in the sector and Bottom Quartile included the worst performing 25% of the sites in the sector for the selected KPI.



SOCIAL VALUE PER PERSON

Average social value generated by each person within the selected time period. This value is calculated by the division of the total social value by the number of participants that generated social value.



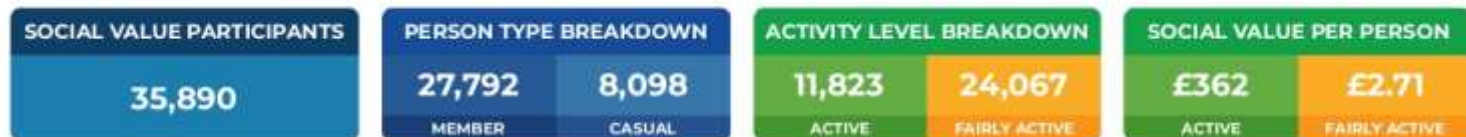
SOCIAL VALUE CHANGE (%) - YOY

This value represents the change in social value generated by the selected operator/site compared to the same time period in benchmark year.



4 - PEOPLE OUTCOMES

This section focuses on the activity levels of individuals required to generate social value following the WHO guidelines for physical activity. Social value is generated for 'active' participants at the physical activity threshold of 150+ minutes per week of moderate activity. In addition, for health outcomes, social value is also generated for 'fairly active' participants (30-149 minutes) based on the reduced risk of developing various health conditions.



NOTES

In addition to the activity level classification based on the activity duration within the month, each member is assigned to a demographic segment based on their age and gender and to a Mosaic segment based on their postcode information. These three indicators (activity level, demographic and Mosaic segmentation) combined are used to determine the risk reduction rates for health outcomes and impact the social value generated.

Social Value Participants: The total number of unique individuals (member and casual users) that generated social value within the selected time period.

Person Type Breakdown: Members are defined as facility users with an active subscription (paid or unpaid) to use the facility. Casuals are all facility users without an active subscription using the facility to do physical activity occasionally or regularly.

Participant Breakdown: The total number of Active (150+ minutes per week) and Fairly Active (30-149 minutes per week) participants averaged across a month, including members and casual users.

Social Value Per Person: Average social value generated by each Active (150+ minutes per week) and Fairly Active (30-149 min per week) person within the selected time period



TOTAL ACTIVE PEOPLE

In the above graph, the percentage of active people (150+ minutes per week) over total number of leisure centre users for each month within the selected time period is compared with the same time period in the benchmark year.



SV PARTICIPANTS PER OUTCOME

Total number of unique individuals (members and casual users) that generated social value in four outcome areas - physical and mental health, subjective wellbeing, individual development and social and community development are displayed above.

5 - LEAGUE TABLE

The data tables in this section display the main social value KPIs for the top five regions, contract and sites of the operator based on selected filters with comparisons against the same period in the previous year. The full tables are available in SVC3 and can be exported in excel, csv and pdf format.

HIGHEST SV (REGION) £4,251,874 <small>EAST REGION</small>	HIGHEST SV (CONTRACT) £4,251,874 <small>NORTH WEST LEICESTERSHIRE C</small>	HIGHEST SV (SITE) £2,841,763 <small>WHITWICK & COALVILLE LEISURE</small>	HIGHEST SV GROWTH (SITE) 32% <small>ASHBY LEISURE CENTRE AND LIDO</small>
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SOCIAL VALUE LEADERBOARD

The region, contract and leisure centre of the operator generating the highest total social value within the selected time period are displayed in the above KPI boxes. In addition, the leisure centre with the highest growth in social value generation is presented with its year-on-year growth rate.

LEAGUE TABLE - REGION (TOP 5)

REGION	SOCIAL VALUE (FILTER PERIOD)	SV YOY % CHANGE	PEOPLE COUNT (FILTER PERIOD)	AVG VALUE PER PERSON (FILTER PERIOD)	AVG SV YOY % CHANGE
EAST REGION	£4,251,874	+10.06%	35,890	£118	+5.56%

LEAGUE TABLE - CONTRACT (TOP 5)

CONTRACT	REGION	SOCIAL VALUE (FILTER PERIOD)	SV YOY % CHANGE	PEOPLE COUNT (FILTER PERIOD)	AVG VALUE PER PERSON (FILTER PERIOD)	AVG SV YOY % CHANGE
NORTH WEST LEICESTERSHIRE CONTRACT	EAST REGION	£4,251,874	+10.06%	35,890	£118	+5.56%

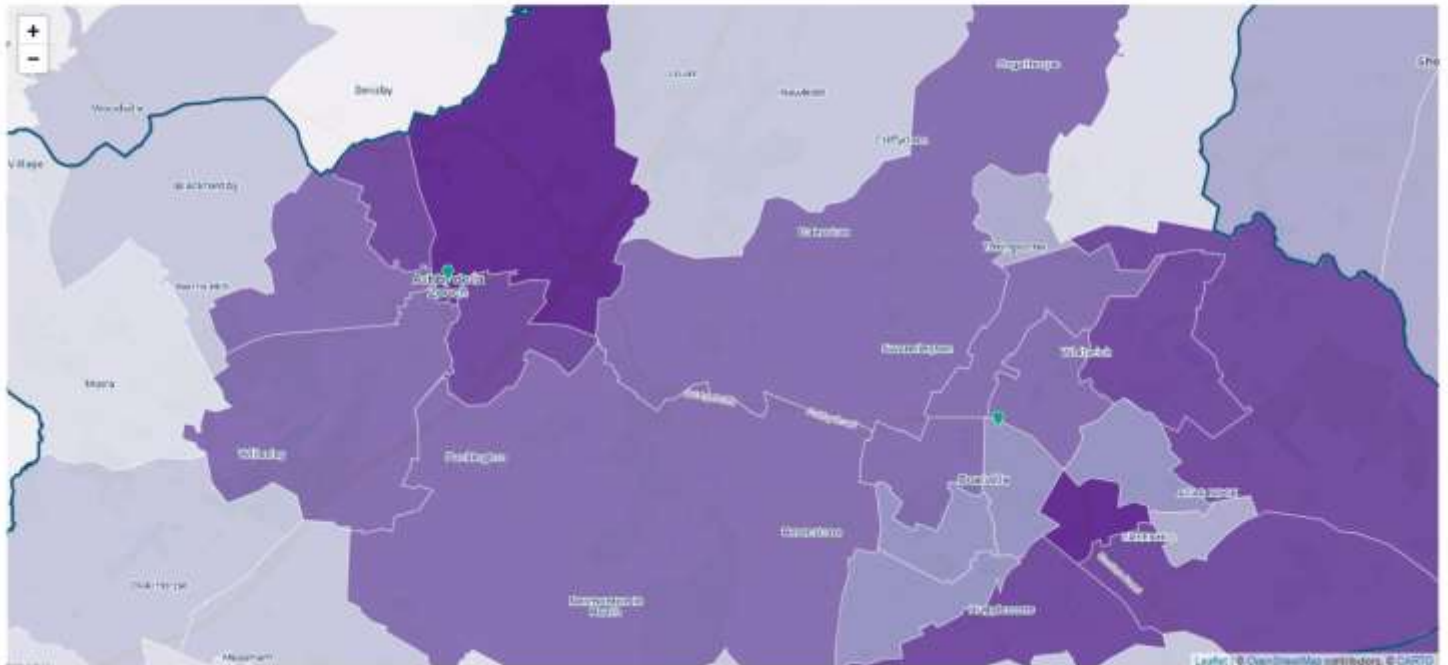
LEAGUE TABLE - SITE (TOP 5)

SITE	CONTRACT	REGION	SOCIAL VALUE (FILTER PERIOD)	SV YOY % CHANGE	PEOPLE COUNT (FILTER PERIOD)	AVG VALUE PER PERSON (FILTER PERIOD)	AVG SV YOY % CHANGE
WHITWICK & COALVILLE LEISURE CENTRE	NORTH WEST LEICESTERSHIRE CONTRACT	EAST REGION	£2,841,763	+1.52%	21,838	£130	+3.35%
ASHBY LEISURE CENTRE AND LIDO	NORTH WEST LEICESTERSHIRE CONTRACT	EAST REGION	£1,410,109	+32.19%	14,051	£100	+14.86%
HERMITAGE LEISURE CENTRE	NORTH WEST LEICESTERSHIRE CONTRACT	EAST REGION	£1	-	1	£1	-80.35%



6 - MAP

The heat map displays the social value generated by the selected sites on a map view using the same filters from the dashboards.



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14.2 Everyone Active & NWLDC Community Wellbeing Plan





Everyone Active Community

Wellbeing Plan 23/24



1. Introduction

Everyone Active (EA) is a charitable trust that manages leisure centres and facilities across the UK on behalf of local authorities. Everyone Active is now in its 5th year of running NWLDC facilities our centres are 2 in 260, now the sectors largest leisure operator 75 Local Authorities.

The health and wellbeing of North West Leicestershire (NWL) residents and the positive impact that we can have through our leisure centres is a priority for us. Our aim is to provide access and opportunities to all across our district, and those who are visiting our centres, acting as a catalyst and mechanism to increase activity levels across the district's residents.

Our partnerships aim is to deliver programmes to support the health and wellbeing of residents through physical activity, movement and sport as highlighted in this strategy. This plan captures EA's actions which aim to support the *NWL Health & Wellbeing Strategy*, and the *NWL Sport & Physical Activity Commissioning Plan*.

Key – the below colours indicate that an action aims to support the *NWL Health & Wellbeing Strategy* or the *NWL Sport & Physical Activity Commissioning Plan*

- *NWL Health & Wellbeing Strategy*
- *NWL Sport & Physical Activity Commissioning Plan*

2. The power of Physical Activity, Movement and Sport

'Step right up! It's the miracle cure we've all been waiting for.' (NHS.UK)

Benefits of active lifestyle

It is well documented and backed up by strong scientific evidence that moving more, being physically active and participating in sport can have huge benefits to a person's physical health.

The Chief Medical Officer (CMO) recommends that children aged 5- 18 years old be physically active for at least 60 minutes per day and adults 150 minutes per week including 2 days of strength building.

Physical activity can reduce the risk of developing type 2 diabetes by 30-40% and can reduce the risk of conditions such as heart disease, dementia, and stroke to name but a few.

As well as a tool to prevent disease it can be used for rehabilitation and to manage certain medical conditions such as recovering from cancer or heart conditions or living with long term conditions such as arthritis.

Building more movement into daily life can improve strength, balance and motor skills which are essential to living longer in better health. NWL has a rate of hip fracture that is significantly worse than the national average, increased levels of physical activity amongst residents could encourage a downward trend in the prevalence of hip fracture.

Meeting the CMO guidelines for physical activity is an important aspect of maintaining a healthy weight. This plan aims to support the wider work of the county's Healthy Weight Strategy implementation and local work through the NWL Health and Wellbeing Partnership and Primary Care Network.

NWL's prevalence of overweight and obesity is significantly higher than the national average in adults with 70.7% (Public Health 2021) of our adults classed as overweight or obese.

Scientific evidence also indicates that physical activity can support our residents to have the best start in life, reduce mortality, increase energy levels, support better sleep and manage pain effectively.

As well as having an impact on physical health, physical activity, movement and sport can also positively impact in other ways too. Evidence suggests that physical activity contributes to good mental wellbeing, it has the ability to reduce depression and in some cases anxiety.

Physical activity provides opportunity to overcome challenges, improve self-confidence, increase sense of purpose, build resilience, and make social connections. All of which can contribute to fun, enjoyment, happiness, and life satisfaction.

Physical activity can support individual development.

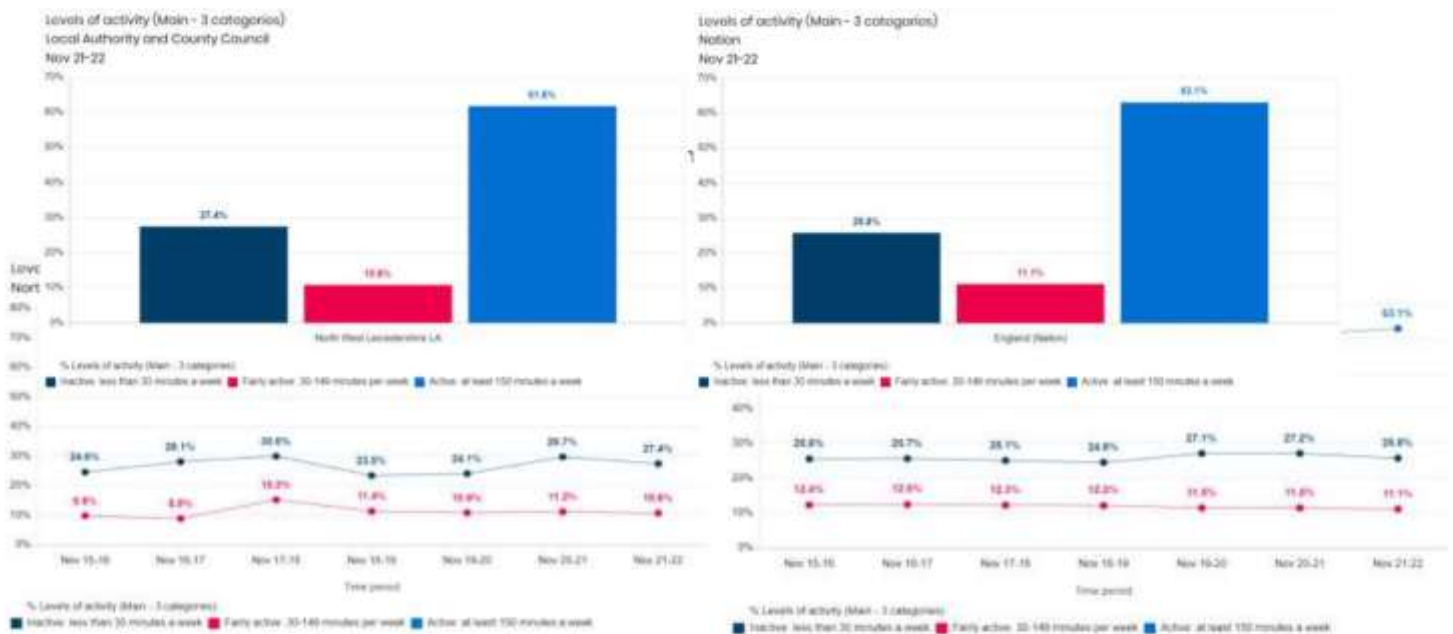
There is evidence that being active improves educational behaviour and attainment. NWL has a lower than the national average attainment 8 score (GCSE grades achieved across 8 subjects), encouraging our children and young people to be more physically active could help improve grades.

Physical activity can help to reduce anti-social behaviour giving young people activities to get involved with. It also provides opportunity to volunteer which supports the development of skills, such as integrity and leadership.

Sport and physical activity bring people together, encourages community and integrates people from all backgrounds. *'Sport and physical activity contribute £39 billion to the UK's economy and a significant portion of this comes from grassroots sport. The sector boosts the economy in two ways. Directly, through job creation, and indirectly by reducing healthcare costs due to a healthier population and reducing crime.'* (Sportengland.org)

3. Assessing Need

38% of North West Leicestershire Adults are reportedly not meeting the CMO guidelines for physical activity, of which 27.4% are reportedly inactive (active less than 30m per week). This is reflective of the England data as shown in the charts below.



The most recent data available for NWL regarding children’s participation is May 2021 where only 38% of NWL’s children and young people are meeting the CMO guidelines for physical activity compared to the England Average of 44.6%. However, 39.1% are fairly active meaning we perform significantly better than the England average for inactive children at 22.9% compared to an England average of 32.4%. (Sport England, Active Lives Survey, May 21)

When developing the programmes set out in sections 7 we have taken into consideration the new Sport England Strategy ‘Uniting the Movement’ and the issues identified within the strategy as set out below. The issues each specific programme will aim to address are set out in the table in section 7.

The plan considers and supports priorities identified through the following.

- The NWL Health and Wellbeing Strategy
- The Leicestershire Health and Wellbeing Strategy
- The NWL Healthy Communities Plan
- NWL Sport and Physical Activity commission plan
- Active Together Framework
- Leicestershire Joint Strategic Needs Assessment (JSNA) 2018 – 2021 Obesity: Physical Activity, Healthy Weight and Nutrition
- Leicestershire Healthy Weight Strategy
- Integrated Care System’s Life Course; Best start in life, Staying Healthy and Well, and Living and Ageing Well.
- The NHS CORE20PLUS5 Health Inequalities (Tackling health inequalities by supporting the 20% most deprived residents, plus those with poor access to healthcare and have a condition recognised in the NHS 5 clinical areas of focus)
- Active Together Framework 2022-2032
- The developing NWL Community Health and Wellbeing Plan (led by the LLR Integrated Care Board)



Barriers to participation:

- Socio-economic status – families and personnel from lower socio-economic backgrounds have less expendable money which can be used to participate in sport/ activity. NWL has a number of low socioeconomic areas/residents which has the knock-on effect on activity/ sports participation
- Disability – Inclusivity and access for accessible users is a key barrier to participation. The percentage of people living in the district with a disability is higher than the national average.

- Travel & time – Being a ‘rural’ district poses its own issues/ barriers for residents. Resident report not having available activities close enough to them to engage in. Additionally, travel links need further work to allow NWL residents to travel around the district cheaply and easily.

4. Aims

Both a national and local issue.... ‘Physical INACTIVITY is responsible for one in six deaths and costs the country an estimated £7.4 billion a year.’ (Public Health England)

This plan aims to tackle some of the barriers to physical activity and support more residents to become more active. We aim to deliver on our vision of ‘Uniting communities through Activity’. In addition, the plan also aims to support some of the wider outcomes within the delivery specification around providing local economic benefit, supporting safe and inclusive neighbourhoods, educating, protecting, and providing opportunities for young people, and providing high quality services.

The specific aims of each programme are set out in the table in sections 7.

5. Outcomes

Leisure Contract Specification – Authority Outcomes

This strategy sets out how we intend to meet the specified outcomes in the NWLDC Leisure Services contract.

The strategy broadly aims to achieve the following outcomes:

- Tackle and reduce health inequalities across the district
- Provide skills, employment opportunities and local economic benefit
- Provide opportunities for the inactive to be physically active
- Provide exercise and activity referral intervention for health-related conditions
- Support disadvantaged groups in our communities to be more physically active
- Support our community clubs to provide stability and developmental opportunities
- Work collaboratively with partners to provide active spaces for community groups
- Use digital platforms to reach rural or isolated residents with less opportunity to access to physical activity provision
- Educate, protect and provide opportunities for young people
- Play an integral part in the districts journey towards a carbon net zero future



The specific outcomes of each programme are set out in the table in section 7.

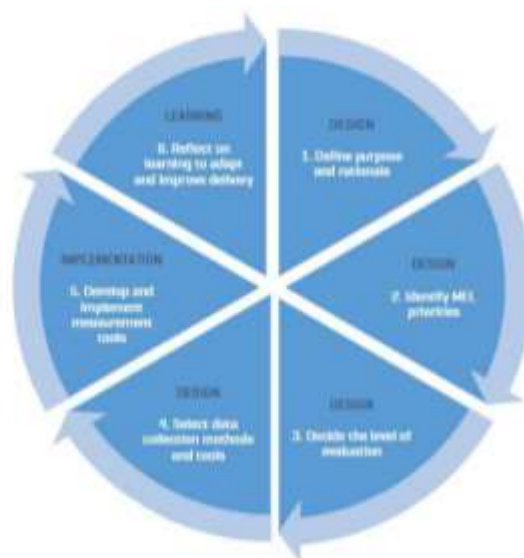
Monitoring, Evaluation and Learning

All programmes will be evaluated using Active Together’s (Leicester, Leicestershire and Rutland’s Active Partnership) Monitoring, Evaluation and Learning (MEL) Framework. This is a consistent approach across Leicester, Leicestershire and Rutland.

The principles and approach within the framework have been designed using national guidance set out by Sport England and the Office for Health Improvement and Disparities (formerly Public Health England).

The framework supports the production of accurate, high-quality reporting to understand value and demonstrate impact. It allows the generation of evidence in order to learn and guide future actions. It promotes interaction and reflection across our local system to connect, exchange and develop our learning. It allows us to demonstrate what is working and learn from what is not. It helps us to evidence and tell a story about the impact on people and places.

The Framework provides a tool kit which includes a bank of standard questions to build our own pre and post questionnaires/data collection tools and guidance to adapt the questions to ensure that they are accessible. The framework also provides pre-populated question templates, an evaluation plan template, logic model, learning log and learning case study templates.



The framework encourages MEL throughout the programme, this allows learning to happen during and adjustments made accordingly.

Outcome Key	Outcome Description
A	Improving Health and Wellbeing and Reducing Health Inequalities (including Ex Referral)
B	Providing Local Economic Benefit
C	Supporting Safe and Inclusive Neighbourhoods (including demographic inequalities)
D	Educating, Protecting and Providing Opportunities For Young People (including Apprenticeships and Work Experience)
E	Providing High Quality Services (partner & local network)
F	Sustainability and Environmental Improvements (sits within the appendix – Energy Engagement Plan 2023/24)

Any targets or outcomes detailed in the plan are for both centres collectively, unless otherwise stated.

Improving Health and Wellbeing and Reducing Health Inequalities (including Ex Referral)

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Exercise Referral & Social Prescribing	March 2024	WCLC & ALC	<p>Target Groups Adults with low to medium risk, health conditions. CORE20PLUS</p> <p>Partners NWLDC Local GP Surgeries other medical professionals hospitals social prescribing teams Active Together Leicestershire Public Health</p>	<p>Providing 4 x level 3 exercise referral qualified instructor led gym / exercise sessions per week.</p> <p>To have 2 contact points during the 12 weeks on the referral programme for each participant accessing the leisure offer by EA staff to support retention on the scheme and long-term adherence to physical activity.</p> <p>To offer a 6-week circuit-based session for exercise referral participants as a pilot.</p> <p>Provide discount on the scheme (12 weeks) and discount membership for 6 months.</p> <p>Provide space for Cardiopulmonary classes at each centre.</p> <p>Provide access, where appropriate for clients that have graduated from the Cardiopulmonary scheme into mainstream physical activity.</p> <p>Provide space for the Steady Steps and Steady Steps Plus programme.</p>	<p>27.5% complete the course</p> <p>40% go on to exercise beyond the 12 weeks.</p>	<p>40% increased their PA levels.</p> <p>70% report an improvement to their health/wellbeing.</p> <p>Providing a robust health support programme for people with low to high risk health conditions to exercise safely.</p> <p>Supporting social prescription will alleviate additional pressure on the NHS and related services by increasing participant's weekly activity. Contributing to a better quality of life. Improvement and management of medical conditions and support their ability to manage own physical and mental wellbeing.</p> <p>Improve posture, stability, strength, and balance in older adults to reduce the risk of falling.</p> <p>The above will be evidenced using Active Together's MEL (Monitoring, Evaluating and Learning) Framework.</p>	<p>S4 A</p> <p>Staying Healthy and Well</p> <p>Living and Ageing Well</p>	<p>25 referrals in the Q.</p> <p>8 completed 12 week course (17 still in progress)</p> <p>75% report improvement in HWB</p>	<p>Additional 12 referrals in this Q.</p> <p>All still in progress</p> <p>Previous 10 of previous 12 completed 12 weeks</p> <p>70% report improvement in health</p>	<p>Additional 9 referrals into LC's during this period</p> <p>Previous 10 of previous 12 completed 12 weeks</p> <p>70% report improvement in health</p>	<p>46 refs within reporting year</p> <p>36 completed 12 week programme</p>

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
REACH Programme	March 24	WCLC & ALC	<p>Target Groups Young people of school age displaying challenging behaviour in school.</p> <p>Partners LCC, REACH Project workers Schools in district NWLDC</p>	<p>REACH is an organisation who are currently working with Castle Rock School and Newbridge with children that have been identified with behavioural challenges.</p> <p>REACH require support to provide suitable activities for young people and accessing the leisure facility is a popular solution.</p> <p>Working with NWLDC and using a whole family approach parents and their children will be offered the opportunity to utilise the facilities via club activ8 and Active Families Programme.</p>		<p>Measurable/noticeable behaviour change and children who are re-engaged in school. REACH to provide feedback/data.</p> <p>Increased activity levels leading to improved physical, mental, and social wellbeing.</p> <p>Spending quality time and overcoming physical challenges with parents and carers improving family socialisation/relationships.</p> <p>Personal development.</p> <p>Outcomes measured through case studies, questionnaires, and engagement with REACH.</p>	<p>Best Start in Life</p> <p>Staying Healthy and Well</p>	<p>Discussing with programme lead behaviour changes questionnaire.</p> <p>Currently 3 students on the scheme are using our gym</p>	<p>Awaiting data from project lead</p> <p>2 new children on scheme</p>	<p>8 children accessed scheme.</p>	<p>8 students accessed scheme through the year</p>

Providing Local Economic Benefit (and local partner working)


What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
parkrun	March 2024	WCLC	<p>Target Groups</p> <p>Children and young people</p> <p>Partners</p> <p>All schools in district</p> <p>School Sports Partnership / School Games Officer</p> <p>NWLDC</p> <p>NWL residents</p>	EA & NWLDC Health and Wellbeing Team will explore if the WCLC site is suitable for a junior parkrun.		<p>Influence the design of the Hermitage Rec Ground development to incorporate a hard path system large enough to host a junior parkrun.</p> <p>Work with H&WB Team and Active Together to sign up to parkrun, design the route, provide staff, recruit volunteers, provide parking, storage and changing facilities and support comms.</p> <p>The route would start and finish at the leisure centre.</p> <p>The main outcome is to be in a position by 31st March to launch junior park run early 2024/25.</p>	<p>A, B, C, D, E S1, S2, S3, S4, S5</p> <p>Staying Healthy and Well</p> <p>Best Start in Life</p>	No action until Q3	No action until Q3	Planning stage with NWLDC	Planning stage with NWLDC

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
HWB Roadshow	March 2024	WCLC & ALC	<p>Partners</p> <p>NWLDC</p> <p>Active Together</p> <p>LCC</p> <p>Enrych</p> <p>Community Partners</p> <p>SSP</p> <p>NWL residents</p>	<p>Holding health and wellbeing community event 2 x per year (1 per site) allowing local partners to engage NWL residents highlighting the support available within the district/county. Such as debt advice, cost of living support, health screening, mental health support, healthy eating and weight management, physical activity, support for parents etc.</p>	<p>5x activities</p> <p>20x stall holders</p> <p>100 attendees</p> <p>30% of residents in attendance sign posted to services</p>	<p>Residents are aware of and able to access services.</p> <p>Resident's health and wellbeing is improved as a result of accessing services.</p> <p>Stall holders are asked to monitor access to their services as a result of the event and capture a case study where possible.</p>	<p>A, B, C, D, E S1, S2, S3, S4, S5</p> <p>Staying Healthy and Well</p>	<p>HWB Roadshow for CYP held</p> <p>6x activities</p> <p>26x stall holders</p> <p>123 attendees</p> <p>50% attendees signposted</p>	Next event will be held in Q4	Next event will be held in Q4	<p>HWB Roadshow for all age and ability</p> <p>5x activities</p> <p>40 x stalls</p> <p>250 attendees</p> <p>50% attendees signposted</p> <p>Booked additional corporate event off the back of success</p>
Events	March 2024	District Wide	<p>Support NWLDC Health and Wellbeing Team at events to promote health and wellbeing opportunities</p>	<p>Attend/man NWLDC mobile wellbeing van during the summer to raise awareness of services available district/countywide.</p> <p>Deliver a water safety event at Whitwick Lake for children and young people in partnership with NWLDC and the People Zone.</p>	<p>80 residents engage with the van raising awareness of available services.</p> <p>40 children and young people access the water safety event.</p>	<p>Residents are aware of and able to access services. Resident's health and wellbeing is improved as a result of accessing services. Raised awareness of the dangers of water, how to stay safe and what to do if you get/someone else gets in trouble improves the changes of young people staying safe around the waterways in NWL.</p>		<p>85 attendees to event at Hermitage Rec Ground.</p> <p>80 CYP attendees</p>	<p>Partnered with NHS mental health bus who attended site from 9am - 5pm engaging with 45 local residents</p>	<p>Provided talking therapies CPD training and MECC training for EA and NWL staff</p>	<p>Held community Mental Health info event with Mind and Vita Health</p> <p>40 attendees/interactions</p>


Supporting Safe and Inclusive Neighbourhoods (including demographic inequalities)

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Activity subscriptions for care and care leavers		WCLC & ALC	<p>Target Groups Young people / adults who are in the process of leaving care.</p> <p>Partners LCC Care Leavers Team NWLDC Community clubs and delivery partners</p>	<p>Care leavers, and people in current care generally have limited access to leisure activities due to barriers such as cost.</p> <p>Everyone Active will support Care Leavers by providing a free membership subscription to any care leavers living in NWL that wish to use the leisure centres.</p> <p>This will be reviewed by the centre and the authority teams periodically to determine if any additional support is required.</p>	<p>Accommodate all referrals for this type of subscription.</p> <p>Number of care leavers accessing the scheme and number of visits will be captured to give baseline data.</p> <p>It is important to note that neither Everyone Active nor North West Leicestershire District Council have any control over number of referrals made, we only have control over retention rates.</p>	<p>Success will be monitored using anonymised case studies due to the specific and sensitive nature of this scheme.</p> <p>We intend to impact each individual's life with social, physical and emotional benefits.</p>	<p>S2, S3</p> <p>Staying Healthy and Well</p>	No referrals currently	No referrals currently. <i>In discussion with 1/5 re memberships</i>	4	4

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Providing active spaces for disability groups	March 2024	WCLC & ALC	<p>Target Groups People with disabilities and additional needs</p> <p>Local disability groups</p> <p>Enrych</p> <p>Memphys</p> <p>Partners NWLDC NWL Inclusive Steering Group Active Together</p>	<p>Work with NWLDC to promote opportunities for local Disability Groups/Schools to use the centre.</p> <p>Provide activity space for inclusive play/sessions.</p> <p>Liaise with the local Disability Groups to understand what they require to be active.</p> <p>Member of the NWL Inclusive Steering Group</p>	<p>Increase of 5% disability participation against 2022/23 and usage levels</p> <p>Previous 1715 accessible users participations (2022/23) 5% increase, Target 2330</p>	<p>Providing additional space/activities for this target group will allow them to access physical activity opportunities locally.</p> <p>The burden of having to travel to the city or elsewhere in the county can have a considerable negative effect or mean that they are not able to access sessions.</p> <p>Additionally, these sessions contribute to increasing activity participation for this population, helping provide social and emotional benefit through activity engagement.</p> <p>These sessions further embed inclusivity into our centres.</p> <p>Increase physical activity levels of participants.</p> <p>Participants to report improvement in physical, mental and social wellbeing.</p> <p>Evidenced using Active Togethers MEL Framework.</p>	<p>S1, S2, S5 A,C,D</p> <p>Staying Healthy and Well</p>	743	1229	1821	2728

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Community Walks	March 2024	WCLC & ALC	<p>Target Groups Active mums Active families</p> <p>Partners NWDC Active Together</p>	Work with NWDC, Active together and local residents	<p>1 x new walk per contract</p> <p>To train volunteers and deliver a community led Walk to become sustainable through volunteer delivery.</p>	<p>These walks will help to build free physical activity and social opportunities for this population that are easily accessible, helping families increase their physical activity levels and improve overall wellbeing and resilience.</p> <p>Using the MEL Framework physical activity and health/wellbeing will be monitored through attendance, questionnaires, and case studies.</p>	<p>S1, S2, S5 A,C,D</p> <p>Staying Healthy and Well</p> 	Active Mums walk being led from WCLC	No new additional walks developed this quarter	No new additional walks developed this quarter	1 x additional walk leader trained in EA contract

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Active Mums	March 24	WCLC	<p>Partners NWDC Active Together</p> <p>NWL residents who are Pre & Post Natal</p>	<p>Provide discounted offers for pre and post natal residents.</p> <p>Train up 1 member of staff to deliver pre and post natal sessions.</p> <p>Deliver a buggy walk pilot to start and finish at the leisure centre.</p>	<p>Discounted swimming 1x per week for 10 participants</p> <p>Train 1x staff members in pre & post natal qualification.</p> <p>Deliver 1x Buggy Walk pilot.</p> <p>Facilitate virtual class for mums.</p> <p>PT to deliver a circuit class</p> <p>Exit route into main stream physical activity.</p>	<p>A social/physical activity support group created for pre and post natal residents.</p> <p>Women reach/ maintain a healthy pre and post natal weight.</p> <p>Women maintain/reach healthy mental wellbeing (combatting post natal depression)</p> <p>Pre and post natal mums have a healthy social balance.</p> <p>Pre and post natal mothers improve physical health, posture, core stability and overall fitness.</p> <p>Programme evaluated using the Active Together MEL Framework.</p>	<p>S1, S2, S5 A,C,D</p> <p>Staying Healthy and Well</p>	Awaiting meeting with Active Together	Awaiting meeting with Active Together	LC staff undertaking pre/post course	1 x staff member completed pre/post natal cpd
								LC staff member enrolled on course	LC staff member enrolled on course	Buggy walk currently running	
								Buggy Walk currently running	Buggy Walk currently running	Supported nesting lotus with discounted prices to increase their participation numbers	

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Youth Crime Prevention	March 2024	WCLC & ALC	<p>Target Groups Children and young people identified as likely to participate in anti-social behaviour.</p> <p>Partners NWDC LCC (YJS) Active Together People Zone Impact workers Police</p>	<p>Work with LCC to facilitate Youth Crime interventions through LC use</p> <p>Project users to access centres 20 times per year</p>	<p>Benefits may include increasing physical activity levels which will positively affect emotional health of the programme users contributing to greater sense of wellbeing and reducing antisocial engagement.</p> <p>Impact will be evidenced through anonymised case studies.</p>	Continue to work with LCC.	<p>S1, S2, S3, S5 A,C,D</p> <p>Best Start in Life</p> 	11 visits	18 visits	25 visits	34 visits

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Output	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Active Whitwick/ Thringstone/ People Zone	March 2024	WCLC Community Settings	Whitwick & Thringstone communities/ residents	Leisure partner for Active programmes, including offering reduced cost for activities and outreach work. Provide support and education for People Zone group in relation to water safety at collaborative event	Representation at community steering group. Deliver a Sports Leaders Award Training Course to residents of Thringstone and Whitwick and encourage participants to volunteer and gain experience at local VCSE organisations such as the scouts, Charles Booth Centre and so on. Attend and support delivery of community events x2 Support with facility access (at the Leisure Centre) Support with any other possible opportunities that arise.	To engage residents in activity and promoting a healthy active lifestyle. Educate children around water safety Influence the direction, add capacity to delivery and keep momentum of the People Zone – see also events. Local residents trained to deliver physical activity sessions will leave a legacy of sustainable sessions and support access to jobs. Create community cohesion.		1 event attended	Applied for People Zone funding to run Sports Leader Award course for People Zone personnel	Planned and scheduled in SLA course for March Attended Steer groups meeting	Course re-scheduled for July

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
NWL Sport	Ongoing	WCLC & ALC	Target Groups Local sports clubs Partners School Sports Partnership Active Together NWDC	Understand the wants, needs and challenges facing grassroots sports clubs and where appropriate respond to those needs. Work with clubs to sign up to Club Activ8. Support club workforce development. Support access to facilities. Attend and chair quarterly meetings.	Deliver 2 x user group meetings for each centre.	Playing a key part in NWL Sport will help place our centres in a great position to accommodate local sporting club's needs. The group also allows discussion and formulation of ideas and plans to help reduce barriers to sport and increase activity levels with a collaborative approach. Centre users get access to state of the art leisure centres. Engaging with LC's and this network helps to increase advertisement and reach for sports, helping to increase people physical, social and emotional health.	A, B, C, D, E S1, S2, S3, S4, S5 Best Start in Life Staying Healthy and Well Living and Ageing Well	User group meeting 25 th Sep	meeting 25 th Sep held Positive meeting with good ground covered	Next meeting scheduled for February	Chaired last meeting Invited new attendees such as squash @ WCLC

Educating, Protecting and Providing Opportunities For Young People (including Apprenticeships and Work Experience)

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
L2 Skills Programme including: - Sport Leader Awards (SLA)/ Swimming Teacher L1 & L2 Qualification. National Pool Lifeguard Qualification(NP LQ)	March 2024	WCLC & ALC	Target Group CORE20PLUS / Residents / current EA employees Partners Community Groups, sports clubs	Identify members of the current workforce and NWL residents to sign up to the L2 skills programme to train up in Lifeguard, Fitness and coaching.	1 x L2 SLAs 1 x Swimming teachers	All who undertake training will have opportunity to apply for employment or additional roles within our leisure centres. All will be offered volunteer opportunity. It has recently been identified that there is a shortage of volunteers and swim teachers in NWL. This programme would help to fill the gap.	S1, S2 E Staying Healthy and Well 	<i>2x Swimming teacher</i>	<i>No courses held this quarter</i>	<i>NPLQ course held at ALC</i> <i>2x Menopausal champion trained</i>	<i>10 staff attended Mental Health Advocacy L2</i>
Number of Apprenticeships / Work Experience	March 2024	WCLC & ALC	Target Group NWL Residents Apprenticeship – Generally aimed at personnel over age of 18 Work placement – For personnel in current education CORE20PLUS Partners Colleges / schools Local sports clubs/ partners Lifetime Training	Identify apprenticeship opportunities for new applicants and existing colleagues to train and develop in multiple positions to support both centre and community-based services. Provide opportunity for experience and potential employment within our centres. Use work placement booklet for bespoke experience.	1 x apprenticeships delivered 6 x work placements	1 x apprentice secures a full or part time employment role within the centres.	S1, S2 E Staying Healthy and Well 	<i>2x WP undertaken</i>	<i>2 x work placements taking place in October</i>	<i>3x WP</i>	<i>4x WP undertaken</i>

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Club Activ8 Scheme	March 2024	WCLC & ALC NWL District	Target Groups Children and Young People CORE20PLUS Partners Primary schools Upper schools All schools in district School Sports Partnership / School Games Officer NWLOC	Engaging with NW Leicestershire schools to increase weekly activity levels and leisure centre usage. Promoting local clubs and partners Work with Schools and SSP to specifically target pupils that are on free school meals or receive Pupil Premium (at one specific school)	Previous years usage is 20.2% New Target 22.5%	Increase in activity levels of participants. Improving physical, mental, social, and emotional health. Participants can experience new activities which may lead to better adherence to physical activity. An increase in children on free school meals and Pupil Premium regularly accessing the scheme and increasing physical activity levels. Pre and post questions will be used to evaluate the scheme along with usage.	A, B, E S2, S3, S4, S5 Best Start in Life 	<i>18.8% usage</i>	<i>22.1%</i> <i>Scheme users have been engaged from the system with the aim to bring back the data and build more usage figures.</i>	<i>15.4% usage</i> <i>Awaiting additional schools being added.</i>	<i>18%</i> <i>Further work to be implemented for next academic year.</i>

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Activity subscriptions supporting families on low incomes	Ongoing	WCLC & ALC Local community facilities	Target Group Families which are on low incomes identified by the Children and Families Wellbeing Service or through the Active Families Scheme Partners Children & Families wellbeing service (LCC) Active Together NWLDC	Use a whole family approach to physical activity. Provide HAF in collaboration with TayPlay for low-income families (pilot) Use Leisure Link Membership to give access to low income families.	Deliver a 5% increase in the number of supported children and families utilising our centres. Target 573 Provide 10 x places for HAF	Provide accessibility to state-of-the-art facilities to groups from low socio-economic backgrounds. Increase physical activity levels of participants. Improve or maintain good physical, mental and emotional health. Evidenced using the MEL Framework including pre and post questionnaires and case studies.	S2, S3 Best Start in Life Staying Healthy and Well 	197 <i>Leisure Link</i>	291 LL	399 LL	591 LL
								375 HAF spaces		15 HAF memberships	5 HAF Memberships

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Inclusive play session	Ongoing	WCLC	Target Group 5-11yr olds with learning disabilities and special educational needs Partners Special Educational Needs (SEN) schools Enrych Memphys NWLDC NWL Inclusive Steering Group	The aim is for Everyone Active to have taken on the session by the end of financial year 23/24 to ensure this session continues on at a subsidised rate for participants.	Average of 10 x people attending per session	Accessibility to local sessions. Participants feel safe and welcome. Increase participants physical activity levels. Develop motor skills. Improve or maintain good mental and social wellbeing. The session becomes sustainable and not reliant on external funding being sourced. Evidenced using the MEL Framework including pre and post questionnaires and case studies.	A, B, C, E S2, S4, S5 Best Start in Life 	<i>Average of 10 attendees per week</i> <i>Discussion 11-14 provision</i>	<i>Average of 10 attendees per week</i> <i>Provider now agreed for this session, should commence in Q3</i>	<i>Average 8 children per week</i> <i>Older session has now commenced</i> <i>Discussions being held over LC taking on sessions</i>	LC has taken on session Currently average 10x attendees

Providing High Quality Services (partner & local network)

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Supporting Talented Athletes	Ongoing	WCLC & ALC	Target Group Athletes operating at regional, national, and international performance level. Partners NWLDC Active Together Sports Clubs NWL Sport Sport England	Operating under the Everyone Active Sporting Champions and Go Gold scheme, working with the local authority, active partnerships and the clubs EA will offer membership support, providing free access to high quality facilities for those competing at regional and national level. The athletes must be able to evidence that they are competing at regional or national level. Implement a dedicated information board to track and promote athlete progress	- 5 x Athletes (5 free memberships)	Supports athletes with the cost of elite/high level sport. Supports a talent pool from NWL. Raising NWL's profile. Inspires other residents through advocacy and championing.	S2, S3, S5 C, B Best Start in Life Staying Healthy and Well 	4 x athletes	4 x athletes	Added 2 x additional athletes	1x additional athlete

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Making Every Contact Count (MECC) Healthy Conversations	March 2024	WCLC & ALC	The general population (residents and visitors to North West Leicestershire) To deliver MECC Lite Training to all EA frontline staff. EA Staff having healthy conversations with residents that visit the centre. This is a brief or very brief intervention that can result in signposting the resident to wellbeing support.	deliver MECC training to their staff such as Receptionists, Lifeguards and Fitness Instructors. This will give their staff the skills, confidence, and knowledge to encourage healthier lifestyle choices. Develop a MECC programme of training for Everyone Active's workforce and support the District Council to train other organisations within North West Leicestershire.	Programme of MECC Training developed for EA staff. A minimum of 1 x external training session delivered with NWLDC Officer. 1x internal training held	<ul style="list-style-type: none"> Improved access to health and wellbeing advice and services Improvement in morbidity and mortality risk factors Improve health and wellbeing of population reduce inequalities embed prevention and social prescribing 	A, B, C, E S2, S4, S5 ■	2x MECC training for NWLDC 1 st internal scheduled for Q3	1x MECC training for NWLDC 2 nd internal scheduled for Q3	MECC training undertaken for LC staff 12 attendees, 2 x from NWLDC HWB Team	3x delivery of MECC for NWLDC 1 x delivery for EA

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Host NWL Sport and Health Awards Host Junior Awards	November 2023	WCLC & ALC	Target Group NWL Residents Partners School Sports Partnership Local Sports Clubs NWL Sport NWLDC	Working in conjunction with key partners to host a sports and health awards evening to recognise the great sporting, physical activity and healthy lifestyle achievements of our wonderful residents, clubs, schools, and volunteers. Running two separate events this year to trial new style of awards to further engage district residents.	Achieve 16 awards with a minimum of 3 nominations per award. 150 people attending each event.	<p>Celebrate sporting success at all levels, especially grass root level.</p> <p>Celebrate moving more and healthy lifestyles.</p> <p>Celebrate life changing behaviour change through moving more.</p> <p>Celebrate our children and young people.</p> <p>Inspire our residents.</p> <p>Thank our volunteers.</p>	A, B, C, D, E S1, S2, S3, S4, S5 Best Start in Life Staying Healthy and Well Living and Ageing Well ■	Reported in Q3	Reported in Q3	2 x awards ceremonies held 18 x awards all with 3x candidates 320 total attendees over 2 events	See Q3

Within our Outputs and Outcomes, we had a total of 33 targets for this reporting year. Of this total we achieved 31/33 targets.

Red 1 – Club Activ8 only achieved 18% usage compared with the target of 22.5%

Amber 1 – Parkrun is still awaiting further planning in liaison with NWLDC

Green 31



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Everyone Active Community



Wellbeing Plan 23/24



"UNITING COMMUNITIES THROUGH ACTIVITY"

1. Introduction

Everyone Active (EA) is a charitable trust that manages leisure centres and facilities across the UK on behalf of local authorities. Everyone Active is now in its 5th year of running NWLDC facilities our centres are 2 in 260, now the sectors largest leisure operator 75 Local Authorities.

The health and wellbeing of North West Leicestershire (NWL) residents and the positive impact that we can have through our leisure centres is a priority for us. Our aim is to provide access and opportunities to all across our district, and those who are visiting our centres, acting as a catalyst and mechanism to increase activity levels across the district’s residents.

Our partnerships aim is to deliver programmes to support the health and wellbeing of residents through physical activity, movement and sport as highlighted in this strategy. This plan captures EA’s actions which aim to support the *NWL Health & Wellbeing Strategy*, and the *NWL Sport & Physical Activity Commissioning Plan*.

Key – the below colours indicate that an action aims to support the *NWL Health & Wellbeing Strategy* or the *NWL Sport & Physical Activity Commissioning Plan*

■ *NWL Health & Wellbeing Strategy*

■ *NWL Sport & Physical Activity Commissioning Plan*

2. The power of Physical Activity, Movement and Sport

'Step right up! It's the miracle cure we've all been waiting for.' (NHS.UK)

Benefits of active lifestyle

It is well documented and backed up by strong scientific evidence that moving more, being physically active and participating in sport can have huge benefits to a person's physical health.

The Chief Medical Officer (CMO) recommends that children aged 5- 18 years old be physically active for at least 60 minutes per day and adults 150 minutes per week including 2 days of strength building.

Physical activity can reduce the risk of developing type 2 diabetes by 30-40% and can reduce the risk of conditions such as heart disease, dementia, and stroke to name but a few.

As well as a tool to prevent disease it can be used for rehabilitation and to manage certain medical conditions such as recovering from cancer or heart conditions or living with long term conditions such as arthritis.

Building more movement into daily life can improve strength, balance and motor skills which are essential to living longer in better health. NWL has a rate of hip fracture that is significantly worse than the national average, increased levels of physical activity amongst residents could encourage a downward trend in the prevalence of hip fracture.

Meeting the CMO guidelines for physical activity is an important aspect of maintaining a healthy weight. This plan aims to support the wider work of the county's Healthy Weight Strategy implementation and local work through the NWL Health and Wellbeing Partnership and Primary Care Network.

NWL's prevalence of overweight and obesity is significantly higher than the national average in adults with 70.7% (Public Health 2021) of our adults classed as overweight or obese.

Scientific evidence also indicates that physical activity can support our residents to have the best start in life, reduce mortality, increase energy levels, support better sleep and manage pain effectively.

As well as having an impact on physical health, physical activity, movement and sport can also positively impact in other ways too. Evidence suggests that physical activity contributes to good mental wellbeing, it has the ability to reduce depression and in some cases anxiety.

Physical activity provides opportunity to overcome challenges, improve self-confidence, increase sense of purpose, build resilience, and make social connections. All of which can contribute to fun, enjoyment, happiness, and life satisfaction.

Physical activity can support individual development.

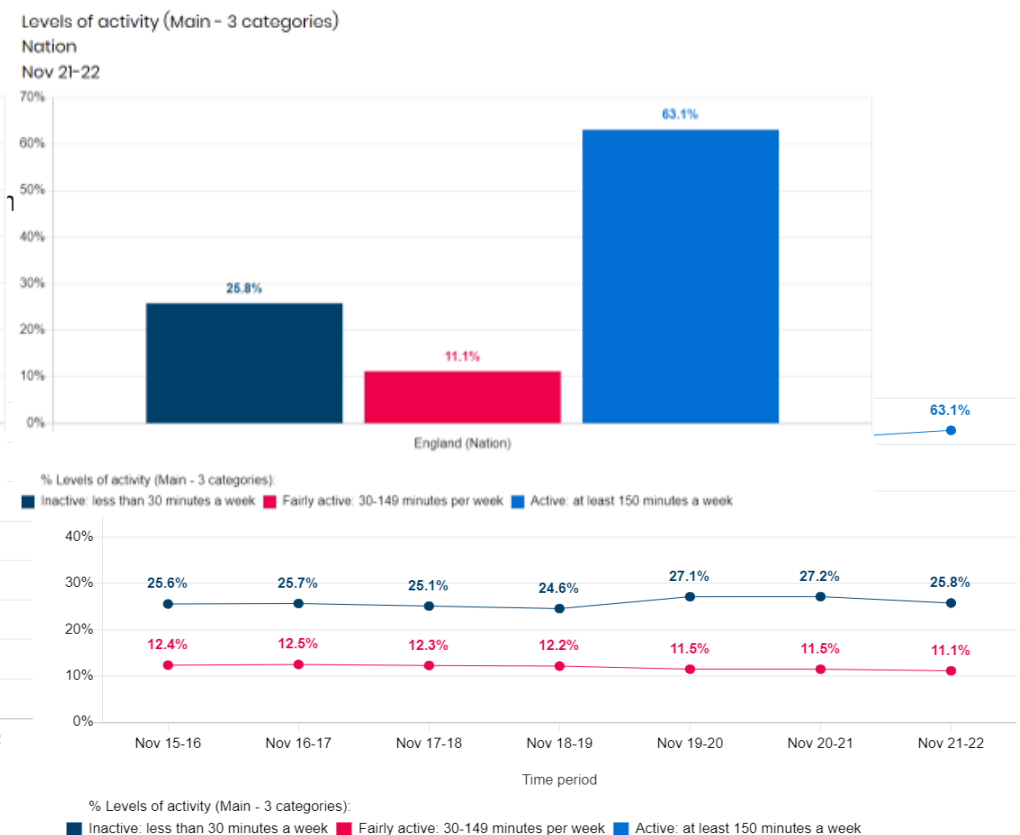
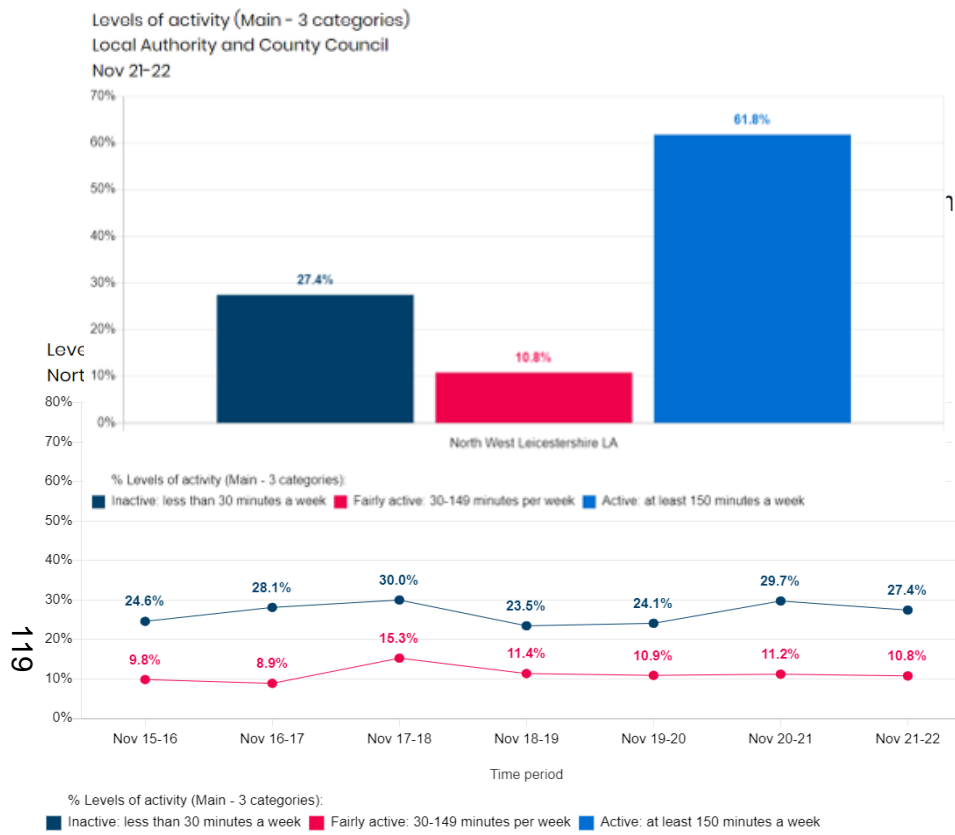
There is evidence that being active improves educational behaviour and attainment. NWL has a lower than the national average attainment 8 score (GCSE grades achieved across 8 subjects), encouraging our children and young people to be more physically active could help improve grades.

Physical activity can help to reduce anti-social behaviour giving young people activities to get involved with. It also provides opportunity to volunteer which supports the development of skills, such as integrity and leadership.

Sport and physical activity bring people together, encourages community and integrates people from all backgrounds. *'Sport and physical activity contribute £39 billion to the UK's economy and a significant portion of this comes from grassroots sport. The sector boosts the economy in two ways. Directly, through job creation, and indirectly by reducing healthcare costs due to a healthier population and reducing crime.'* (Sportengland.org)

3. Assessing Need

38% of North West Leicestershire Adults are reportedly not meeting the CMO guidelines for physical activity, of which 27.4% are reportedly inactive (active less than 30m per week). This is reflective of the England data as shown in the charts below.



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The most recent data available for NWL regarding children’s participation is May 2021 where only 38% of NWL’s children and young people are meeting the CMO guidelines for physical activity compared to the England Average of 44.6%. However, 39.1% are fairly active meaning we perform significantly better than the England average for inactive children at 22.9% compared to an England average of 32.4%. (Sport England, Active Lives Survey, May 21)

When developing the programmes set out in sections 7 we have taken into consideration the new Sport England Strategy ‘Uniting the Movement’ and the issues identified within the strategy as set out below. The issues each specific programme will aim to address are set out in the table in section 7.

The plan considers and supports priorities identified through the following.

- The NWL Health and Wellbeing Strategy
- The Leicestershire Health and Wellbeing Strategy
- The NWL Healthy Communities Plan
- NWL Sport and Physical Activity commission plan
- Active Together Framework
- Leicestershire Joint Strategic Needs Assessment (JSNA) 2018 – 2021 Obesity: Physical Activity, Healthy Weight and Nutrition
- Leicestershire Healthy Weight Strategy
- Integrated Care System’s Life Course; Best start in life, Staying Healthy and Well, and Living and Ageing Well.
- The NHS CORE20PLUS5 Health Inequalities (Tackling health inequalities by supporting the 20% most deprived residents, plus those with poor access to healthcare and have a condition recognised in the NHS 5 clinical areas of focus)
- Active Together Framework 2022-2032
- The developing NWL Community Health and Wellbeing Plan (led by the LLR Integrated Care Board)



Barriers to participation:

- Socio-economic status – families and personnel from lower socio-economic backgrounds have less expendable money which can be used to participate in sport/ activity. NWL has a number of low socioeconomic areas/residents which has the knock-on effect on activity/ sports participation
- Disability – Inclusivity and access for accessible users is a key barrier to participation. The percentage of people living in the district with a disability is higher than the national average.

- Travel & time – Being a ‘rural’ district poses its own issues/ barriers for residents. Resident report not having available activities close enough to them to engage in. Additionally, travel links need further work to allow NWL residents to travel around the district cheaply and easily.

4. Aims

Both a national and local issue.... *‘Physical INACTIVITY is responsible for one in six deaths and costs the country an estimated £7.4 billion a year.’* (Public Health England)

This plan aims to tackle some of the barriers to physical activity and support more residents to become more active. We aim to deliver on our vision of *‘Uniting communities through Activity’*. In addition, the plan also aims to support some of the wider outcomes within the delivery specification around providing local economic benefit, supporting safe and inclusive neighbourhoods, educating, protecting, and providing opportunities for young people, and providing high quality services.

The specific aims of each programme are set out in the table in sections 7.

5. Outcomes

Leisure Contract Specification – Authority Outcomes

This strategy sets out how we intend to meet the specified outcomes in the NWLDC Leisure Services contract.

The strategy broadly aims to achieve the following outcomes:

- Tackle and reduce health inequalities across the district
- Provide skills, employment opportunities and local economic benefit
- Provide opportunities for the inactive to be physically active
- Provide exercise and activity referral intervention for health-related conditions
- Support disadvantaged groups in our communities to be more physically active
- Support our community clubs to provide stability and developmental opportunities
- Work collaboratively with partners to provide active spaces for community groups
- Use digital platforms to reach rural or isolated residents with less opportunity to access to physical activity provision
- Educate, protect and provide opportunities for young people
- Play an integral part in the districts journey towards a carbon net zero future



The specific outcomes of each programme are set out in the table in section 7.

Monitoring, Evaluation and Learning

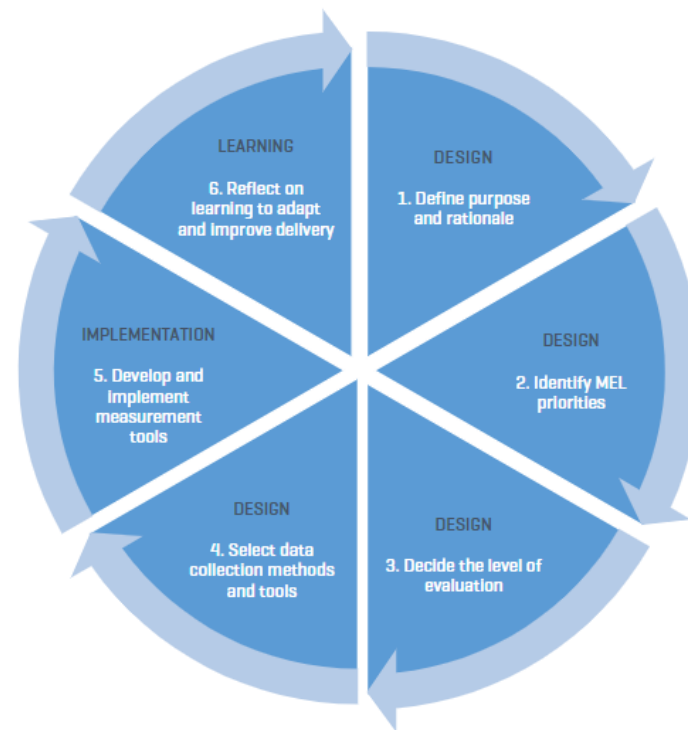
All programmes will be evaluated using Active Together's (Leicester, Leicestershire and Rutland's Active Partnership) Monitoring, Evaluation and Learning (MEL) Framework. This is a consistent approach across Leicester, Leicestershire and Rutland.

The principles and approach within the framework have been designed using national guidance set out by Sport England and the Office for Health Improvement and Disparities (formerly Public Health England).

The framework supports the production of accurate, high-quality reporting to understand value and demonstrate impact. It allows the generation of evidence in order to learn and guide future actions. It promotes interaction and reflection across our local system to connect, exchange and develop our learning. It allows us to demonstrate what is working and learn from what is not. It helps us to evidence and tell a story about the impact on people and places.

The Framework provides a tool kit which includes a bank of standard questions to build our own pre and post questionnaires/data collection tools and guidance to adapt the questions to ensure that they are accessible. The framework also provides pre-populated question templates, an evaluation plan template, logic model, learning log and learning case study templates.

The framework encourages MEL throughout the programme, this allows learning to happen during and adjustments made accordingly.




Outcome Key	Outcome Description
A	Improving Health and Wellbeing and Reducing Health Inequalities (including Ex Referral)
B	Providing Local Economic Benefit
C	Supporting Safe and Inclusive Neighbourhoods (including demographic inequalities)
D	Educating, Protecting and Providing Opportunities For Young People (including Apprenticeships and Work Experience)
E	Providing High Quality Services (partner & local network)
F	Sustainability and Environmental Improvements (sits within the appendix – Energy Engagement Plan 2023/24)


Any targets or outcomes detailed in the plan are for both centres collectively, unless otherwise stated.


Improving Health and Wellbeing and Reducing Health Inequalities (including Ex Referral)

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Exercise Referral & Social Prescribing	March 2024	WCLC & ALC	<p>Target Groups Adults with low to medium risk, health conditions. CORE20PL US5</p> <p>Partners NWLDC Local GP Surgeries other medical professionals hospitals social prescribing teams Active Together Leicestershire Public Health</p>	<p>Providing 4 x level 3 exercise referral qualified instructor led gym / exercise sessions per week.</p> <p>To have 2 contact points during the 12 weeks on the referral programme for each participant accessing the leisure offer by EA staff to support retention on the scheme and long-term adherence to physical activity.</p> <p>To offer a 6-week circuit-based session for exercise referral participants as a pilot.</p> <p>Provide discount on the scheme (12 weeks) and discount membership for 6 months.</p> <p>Provide space for Cardiopulmonary classes at each centre.</p> <p>Provide access, where appropriate for clients that have graduated from the Cardiopulmonary scheme into mainstream physical activity.</p> <p>Provide space for the Steady Steps and Steady Steps Plus programme.</p>	<p>27.5% complete the course 40% go on to exercise beyond the 12 weeks.</p>	<p>40% increased their PA levels.</p> <p>70% report an improvement to their health/wellbeing.</p> <p>Providing a robust health support programme for people with low to high risk health conditions to exercise safely.</p> <p>Supporting social prescription will alleviate additional pressure on the NHS and related services by increasing participant's weekly activity. Contributing to a better quality of life. Improvement and management of medical conditions and support their ability to manage own physical and mental wellbeing.</p> <p>Improve posture, stability, strength, and balance in older adults to reduce the risk of falling.</p> <p>The above will be evidenced using Active Together's MEL (Monitoring, Evaluating and Learning) Framework.</p>	<p>S4 A</p> <p>Staying Healthy and Well</p> <p>Living and Ageing Well</p> 	<p>25 referrals in the Q.</p> <p>8 completed 12 week course (17 still in progress)</p> <p>75% report improvement in HWB</p>	<p>Additional 12 referrals in this Q.</p> <p>All still in progress</p> <p>70% report improvement in health</p>	<p>Additional 9 referrals into LC's during this period</p> <p>Previous 10 of previous 12 completed 12 weeks</p>	<p>46 refs within reporting year</p> <p>36 completed 12 week programme</p>

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
REACH Programme 126	March 24	WCLC & ALC	<p>Target Groups</p> <p>Young people of school age displaying challenging behaviour in school.</p> <p>Partners</p> <p>LCC, REACH Project workers Schools in district NWLDC</p>	<p>REACH is an organisation who are currently working with Castle Rock School and Newbridge with children that have been identified with behavioural challenges.</p> <p>REACH require support to provide suitable activities for young people and accessing the leisure facility is a popular solution.</p> <p>Working with NWLDC and using a whole family approach parents and their children will be offered the opportunity to utilise the facilities via club activ8 and Active Families Programme.</p>		<p>Measurable/noticeable behaviour change and children who are re-engaged in school. REACH to provide feedback/data.</p> <p>Increased activity levels leading to improved physical, mental, and social wellbeing.</p> <p>Spending quality time and overcoming physical challenges with parents and carers improving family socialisation/relationships.</p> <p>Personal development.</p> <p>Outcomes measured through case studies, questionnaires, and engagement with REACH.</p>	<p>Best Start in Life</p> <p>Staying Healthy and Well</p> 	<p><i>Discussing with programme lead behaviour changes questionnaire.</i></p> <p><i>Currently 3 students on the scheme are using our gym</i></p>	<p><i>Awaiting data from project lead</i></p> <p><i>2 new children on scheme</i></p>	8 children accessed scheme.	8 students accessed scheme through the year


Providing Local Economic Benefit (and local partner working)

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
parkrun 127	March 2024	WCLC	<p>Target Groups</p> <p>Children and young people</p> <p>Partners</p> <p>All schools in district</p> <p>School Sports Partnership / School Games Officer</p> <p>NWLDC</p> <p>NWL residents</p>	EA & NWLDC Health and Wellbeing Team will explore if the WCLC site is suitable for a junior parkrun.		<p>Influence the design of the Hermitage Rec Ground development to incorporate a hard path system large enough to host a junior parkrun.</p> <p>Work with H&WB Team and Active Together to sign up to parkrun, design the route, provide staff, recruit volunteers, provide parking, storage and changing facilities and support comms.</p> <p>The route would start and finish at the leisure centre.</p> <p>The main outcome is to be in a position by 31st March to launch junior park run early 2024/25.</p>	<p>A, B, C, D, E S1, S2, S3, S4, S5</p> <p>Staying Healthy and Well</p> <p>Best Start in Life</p> 	No action until Q3	No action until Q3	Planning stage with NWLDC	Planning stage with NWLDC

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
HWB Roadshow 128	March 2024	WCLC & ALC	Partners NWLDC Active Together LCC Enrych Community Partners SSP NWL residents	Holding health and wellbeing. community event 2 x per year (1 per site) allowing local partners to engage NWL residents highlighting the support available within the district/county. Such as debt advice, cost of living support, health screening, mental health support, healthy eating and weight management, physical activity, support for parents etc.	5x activities 20x stall holders 100 attendees 30% of residents in attendance sign posted to services	Residents are aware of and able to access services. Resident's health and wellbeing is improved as a result of accessing services. Stall holders are asked to monitor access to their services as a result of the event and capture a case study where possible.	A, B, C, D, E S1, S2, S3, S4, S5 Staying Healthy and Well 	<i>HWB Roadshow for CYP held</i> <i>6x activities</i> <i>26x stall holders</i> <i>123 attendees</i> <i>50% attendees signposted</i>	<i>Next event will be held in Q4</i>	<i>Next event will be held in Q4</i>	HWB Roadshow for all age and ability 5x activities 40 x stalls 250 attendees 50% attendees signposted Booked additional corporate event off the back of success
Events	March 2024	District Wide	Support NWLDC Health and Wellbeing Team at events to promote health and wellbeing opportunities	Attend/man NWLDC mobile wellbeing van during the summer to raise awareness of services available district/countywide. Deliver a water safety event at Whitwick Lake for children and young people in partnership with NWLDC and the People Zone.	80 residents engage with the van raising awareness of available services. 40 children and young people access the water	Residents are aware of and able to access services. Resident's health and wellbeing is improved as a result of accessing services. Raised awareness of the dangers of water, how to stay safe and what to do if you get/someone else gets in trouble improves the changes of young people staying safe		<i>85 attendees to event at Herm Rec Ground.</i> <i>80 CYP attendees</i>	<i>Partnered with NHS mental health bus who attended site from 9am – 5pm engaging with 45 local residents</i>	Provided talking therapies CPD training and MECC training for EA and NWL staff	Held community Mental Health info event with Mind and Vita Health 40 attendees/interactions


					safety event.	around the waterways in NWL.					
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Supporting Safe and Inclusive Neighbourhoods (including demographic inequalities)


What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
129 Activity subscriptions for care and care leavers		WCLC & ALC	<p>Target Groups Young people / adults who are in the process of leaving care.</p> <p>Partners LCC Care Leavers Team NWLDC Community clubs and delivery partners</p>	<p>Care leavers, and people in current care generally have limited access to leisure activities due to barriers such as cost.</p> <p>Everyone Active will support Care Leavers by Providing a free membership subscription to any care leavers living in NWL that wish to use the leisure centres.</p> <p>This will be reviewed by the centre and the authority teams periodically to determine if any additional support is required.</p>	<p>Accommodate all referrals for this type of subscription.</p> <p>Number of care leavers accessing the scheme and number of visits will be captured to give baseline data.</p> <p>It is important to note that neither Everyone Active nor North West Leicestershire District Council have any control of number of referrals made, we only have</p>	<p>Success will be monitored using anonymised case studies due to the specific and sensitive nature of this scheme.</p> <p>We intend to impact each individual's life with social, physical and emotional benefits.</p>	<p>S2, S3</p> <p>Staying Healthy and Well</p> 	No referrals currently	No referrals currently. In discussion with YJS re memberships	4	4

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
130 Providing active spaces for disability groups	March 2024	WCLC & ALC	<p>Target Groups People with disabilities and additional needs</p> <p>Local disability groups</p> <p>Enrych</p> <p>Memphys</p> <p>Partners NWLDC NWL Inclusive Steering Group Active Together</p>	<p>Work with NWLDC to promote opportunities for local Disability Groups/Schools to use the centre.</p> <p>Provide activity space for inclusive play/sessions.</p> <p>Liaise with the local Disability Groups to understand what they require to be active.</p> <p>Member of the NWL Inclusive Steering Group</p>	<p>Increase of 5% disability participation against 2022/23 and usage levels</p> <p>Previous 1715 accessible users participations (2022/23) 5% increase, Target 2330</p>	<p>Providing additional space/activities for this target group will allow them to access physical activity opportunities locally.</p> <p>The burden of having to travel to the city or elsewhere in the county can have a considerable negative effect or mean that they are not able to access sessions.</p> <p>Additionally, these sessions contribute to increasing activity participation for this population, helping provide social and emotional benefit through activity engagement.</p> <p>These sessions further embed inclusivity into our centres.</p> <p>Increase physical activity levels of participants.</p>	<p>S1, S2, S5 A,C,D</p> <p>Staying Healthy and Well</p> 	743	1229	1821	2728

						Participants to report improvement in physical, mental and social wellbeing. Evidenced using Active Togethers MEL Framework.					
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What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
131 Community Walks	March 2024	WCLC & ALC	Target Groups Active mums Active families Partners NWLDC Active Together	Work with NWLDC, Active together and local residents	1 x new walk per contract To train volunteers and deliver a community led Walk to become sustainable through volunteer delivery.	These walks will help to build free physical activity and social opportunities for this population that are easily accessible, helping families increase their physical activity levels and improve overall wellbeing and resilience. Using the MEL Framework physical activity and health/wellbeing will be monitored through attendance, questionnaires, and case studies.	S1, S2, S5 A,C,D Staying Healthy and Well 	Active Mums walk being led from WCLC	No new additional walks developed this quarter	No new additional walks developed this quarter	1 x additional walk leader trained in EA contract

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
132 Active Mums	March 24	WCLC	Partners NWLDC Active Together NWL residents who are Pre & Post Natal	Provide discounted offers for pre and post natal residents. Train up 1 member of staff to deliver pre and post natal sessions. Deliver a buggy walk pilot to start and finish at the leisure centre.	Discounted swimming 1x per week for 10 participants Train 1x staff members in pre & post natal qualification. Deliver 1x Buggy Walk pilot. Facilitate virtual class for mums. PT to deliver a circuit class Exit route into main stream physical activity.	A social/physical activity support group created for pre and post natal residents. Women reach/ maintain a healthy pre and post natal weight. Women maintain/reach healthy mental wellbeing (combatting post natal depression) Pre and post natal mums have a healthy social balance. Pre and post natal mothers improve physical health, posture, core stability and overall fitness. Programme evaluated using the Active Together MEL Framework.	S1, S2, S5 A,C,D Staying Healthy and Well	<i>Awaiting meeting with Active Together</i> <i>LC staff member enrolled on course</i> <i>Buggy Walk currently running</i>	<i>Awaiting meeting with Active Together</i> <i>LC staff member enrolled on course</i> <i>Buggy Walk currently running</i> <i>Supported nesting lotus with discounted prices to increase their participation numbers</i>	<i>LC staff undertaking pre/post course</i> <i>Buggy walk currently running</i>	1 x staff member completed pre/post natal cpd

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Youth Crime Prevention	March 2024	WCLC & ALC	<p>Target Groups Children and young people identified as likely to participate in anti-social behaviour.</p> <p>Partners NWLDC LCC (YJS) Active Together People Zone Impact workers Police</p>	<p>Work with LCC to facilitate Youth Crime interventions through LC use</p> <p>Project users to access centres 20 times per year</p>	<p>Benefits may include increasing physical activity levels which will positively affect emotional health of the programme users contributing to greater sense of wellbeing and reducing antisocial engagement.</p> <p>Impact will be evidenced through anonymised case studies.</p>	Continue to work with LCC.	<p>S1, S2, S3, S5 A,C,D</p> <p>Best Start in Life</p> 	11 visits	18 visits	25 visits	34 visits

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Output	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Active Whitwick/ Thringstone/ People Zone 134	March 2024	WCLC Community Settings	Whitwick & Thringstone communities/ residents	Leisure partner for Active programmes, including offering reduced cost for activities and outreach work. Provide support and education for People Zone group in relation to water safety at collaborative event	Representation at community steering group. Deliver a Sports Leaders Award Training Course to residents of Thringstone and Whitwick and encourage participants to volunteer and gain experience at local VCSE organisations such as the scouts, Charles Booth Centre and so on. Attend and support delivery of community events x2 Support with facility access (at the Leisure Centre)	To engage residents in activity and promoting a healthy active lifestyle. Educate children around water safety Influence the direction, add capacity to delivery and keep momentum of the People Zone – see also events. Local residents trained to deliver physical activity sessions will leave a legacy of sustainable sessions and support access to jobs. Create community cohesion.		1 event attended	Applied for People Zone funding to run Sports Leader Award course for People Zone personnel	Planned and scheduled in SLA course for March Attended Steer groups meeting	Course recheduled for July

					Support with any other possible opportunities that arise.						
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What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
135 NWL Sport	Ongoing	WCLC & ALC	Target Groups Local sports clubs Partners School Sports Partnership Active Together NWLDC	<p>Understand the wants, needs and challenges facing grassroots sports clubs and where appropriate respond to those needs.</p> <p>Work with clubs to sign up to Club Activ8.</p> <p>Support club workforce development.</p> <p>Support access to facilities.</p> <p>Attend and chair quarterly meetings.</p>	Deliver 2 x user group meetings for each centre.	<p>Playing a key part in NWL Sport will help place our centres in a great position to accommodate local sporting club's needs.</p> <p>The group also allows discussion and formulation of ideas and plans to help reduce barriers to sport and increase activity levels with a collaborative approach.</p> <p>Centre users get access to state of the art leisure centres.</p> <p>Engaging with LC's and this network helps to increase advertisement and reach for sports, helping to increase people physical, social and emotional health.</p>	<p>A, B, C, D, E S1, S2, S3, S4, S5</p> <p>Best Start in Life</p> <p>Staying Healthy and Well</p> <p>Living and Ageing Well</p> 	<i>User group meeting 25th Sep</i>	<i>meeting 25th Sep held. Positive meeting with good ground covered</i>	<i>Next meeting scheduled for February</i>	<p>Chaired last meeting</p> <p>Invited new attendees such as squash @ WCLC</p>


Educating, Protecting and Providing Opportunities For Young People (including Apprenticeships and Work Experience)

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
L2 Skills Programme including; - Sport Leader Awards (SLA)/ Swimming Teacher L1 & L2 Qualification. National Pool Lifeguard Qualification(NP LQ)	March 2024	WCLC & ALC	<p>Target Group CORE20PLUS5 / Residents / current EA employees</p> <p>Partners Community Groups, sports clubs</p>	Identify members of the current workforce and NWL residents to sign up to the L2 skills programme to train up in Lifeguard, Fitness and coaching.	<p>1 x L2 SLAs</p> <p>1 x Swimming teachers</p>	<p>All who undertake training will have opportunity to apply for employment or additional roles within our leisure centres.</p> <p>All will be offered volunteer opportunity.</p> <p>It has recently been identified that there is a shortage of volunteers and swim teachers in NWL. This programme would help to fill the gap.</p>	<p>S1, S2 E</p> <p>Staying Healthy and Well</p>	1x Swimming teacher	No courses held this quarter	NPLQ course held at ALC 2x Menopause champion trained	10 staff attended Mental Health Advocacy L2
Number of Apprenticeships / Work Experience	March 2024	WCLC & ALC	<p>Target Group NWL Residents Apprenticeship – Generally aimed at personnel over age of 18</p> <p>Work placement – For personnel in current education CORE20PLUS5</p>	Identify apprenticeship opportunities for new applicants and existing colleagues to train and develop in multiple positions to support both centre and community-based services.	<p>1 x apprenticeships delivered</p> <p>6 x work placements</p>	1 x apprentice secures a full or part time employment role within the centres.	<p>S1, S2 E</p> <p>Staying Healthy and Well</p>				

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
			Partners Colleges / schools Local sports clubs/ partners Lifetime Training	Provide opportunity for experience and potential employment within our centres. Use work placement booklet for bespoke experience.				2x WP undertaken	2 x work placements taking place in October	3x WP	4x WP undertaken
137 Club Activ8 Scheme	March 2024	WCLC & ALC NWL District	Target Groups Children and Young People CORE20PLUS5 Partners Primary schools Upper schools All schools in district School Sports Partnership / School Games Officer NWLDC	Engaging with NW Leicestershire schools to increase weekly activity levels and leisure centre usage. Promoting local clubs and partners Work with Schools and SSP to specifically target pupils that are on free school meals or receive Pupil Premium (at one specific school)	Previous years usage is 20.2% New Target 22.5%	Increase in activity levels of participants. Improving physical, mental, social, and emotional health. Participants can experience new activities which may lead to better adherence to physical activity. An increase in children on free school meals and Pupil Premium regularly accessing the scheme and increasing physical activity levels. Pre and post questions will be used to evaluate the scheme along with usage.	A, B, E S2, S3, S4, S5 Best Start in Life	18.8% usage	12.1% <i>Scheme users have been purged from the system with the aim to strip back the data and build true usage figures.</i>	15.4% usage <i>Awaiting additional schools being added.</i>	18% Further work to be implemented for next academic year.



What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Activity subscriptions supporting families on low incomes 639	Ongoing	WCLC & ALC Local community facilities	<p>Target Group Families which are on low incomes identified by the Children and Families Wellbeing Service or through the Active Families Scheme</p> <p>Leisure Link Membership CORE20PLUS5.</p> <p>Partners Children & Families wellbeing service (LCC) Active Together NWLDC</p>	<p>Use a whole family approach to physical activity.</p> <p>Provide HAF in collaboration with TayPlay for low-income families (pilot)</p> <p>Use Leisure Link Membership to give access to low income families.</p> <p>We will work with partners to support access to equipment and sports clothing where required and where possible.</p>	<p>Deliver a 5% increase in the number of supported children and families utilising our centres.</p> <p>Target 573</p> <p>Provide 10 x places for HAF</p>	<p>Provide accessibility to state-of-the-art facilities to groups from low socio-economic backgrounds.</p> <p>Increase physical activity levels of participants.</p> <p>Improve or maintain good physical, mental and emotional health.</p> <p>Evidenced using the MEL Framework including pre and post questionnaires and case studies.</p>	<p>S2, S3</p> <p>Best Start in Life</p> <p>Staying Healthy and Well</p> 	<p>197 Leisure Link</p> <p>375 HAF spaces</p>	291 LL	399 LL 15 HAF memberships	591 LL 5 HAF Memberships

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Inclusive play session 140	Ongoing	WCLC	<p>Target Group 5-11yr olds with learning disabilities and special educational needs</p> <p>Partners Special Educational Needs (SEN) schools Enrych Memphys NWLDC NWL Inclusive Steering Group</p>	The aim is for Everyone Active to have taken on the session by the end of financial year 23/24 to ensure this session continues on at a subsidised rate for participants.	Average of 10 x people attending per session	<p>Accessibility to local sessions.</p> <p>Participants feel safe and welcome.</p> <p>Increase participants physical activity levels.</p> <p>Develop motor skills.</p> <p>Improve or maintain good mental and social wellbeing.</p> <p>The session becomes sustainable and not reliant on external funding being sourced.</p> <p>Evidenced using the MEL Framework including pre and post questionnaires and case studies.</p>	<p>A, B, C, E S2, S4, S5</p> <p>Best Start in Life</p> 	<i>Average of 10 attendees per week.</i>	<i>Average of 10 attendees per week.</i>	<i>Average 8 children per week</i>	<p>LC has taken on session</p> <p>Currently average 10x attendees</p>

Average of 10 attendees per week.

Discussing 11-14 provision

Average of 10 attendees per week.

Provider now agreed for this session, should commence in Q3

Average 8 children per week

Older session has now commenced


Discussions being held over LC taking on sessions


LC has taken on session

Currently average 10x attendees

Providing High Quality Services (partner & local network)

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Supporting Talented Athletes 141	Ongoing	WCLC & ALC	<p>Target Group Athletes operating at regional, national, and international performance level.</p> <p>Partners NWLDC Active Together Sports Clubs NWL Sport Sport England</p>	<p>Operating under the Everyone Active Sporting Champions and Go Gold scheme, working with the local authority, active partnerships and the clubs EA will offer membership support, providing free access to high quality facilities for those competing at regional and national level.</p> <p>The athletes must be able to evidence that they are completing at regional or national level.</p> <p>Implement a dedicated information board to track and promote athlete progress</p>	– 5 x Athletes (5 free memberships)	<p>Supports athletes with the cost of elite/high level sport.</p> <p>Supports a talent pool from NWL. Raising NWL's profile.</p> <p>Inspires other residents through advocacy and championing.</p>	<p>S2, S3, S5 C, B Best Start in Life</p> <p>Staying Healthy and Well</p>	4 x athletes	4 x athletes	Added 2 x additional athletes	1x additional athlete

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
<p>Making Every Contact Count (MECC) Healthy Conversations</p> <p>142</p>	March 2024	WCLC & ALC	<p>The general population (residents and visitors to North West Leicestershire)</p> <p>To deliver MECC Lite Training to all EA frontline staff.</p> <p>EA Staff having healthy conversations with residents that visit the centre. This is a brief or very brief intervention that can result in signposting the resident to wellbeing support.</p>	<p>deliver MECC training to their staff such as Receptionists, Lifeguards and Fitness Instructors. This will give their staff the skills, confidence, and knowledge to encourage healthier lifestyle choices.</p> <p>Develop a MECC programme of training for Everyone Active's workforce and support the District Council to train other organisations within North West Leicestershire.</p>	<p>Programme of MECC Training developed for EA staff.</p> <p>A minimum of 1 x external training session delivered with NWLDC Officer.</p> <p>1x internal training held</p>	<ul style="list-style-type: none"> Improved access to health and wellbeing advice and services Improvement in morbidity and mortality risk factors Improve health and wellbeing of population reduce inequalities embed prevention and social prescribing 	<p>A, B, C, E S2, S4, S5</p> 	<p>2x MECC training for NWLDC</p> <p>1st internal scheduled for Q3</p>	<p>1x MECC training for NWLDC</p> <p>1st internal scheduled for Q3</p>	<p>MECC training undertaken for LC staff 12 attendees, 2 x from NWLDC HWB Team</p>	<p>3x delivery of MECC for NWLDC 1 x delivery for EA</p>

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Host NWL Sport and Health Awards Host Junior Awards 143	November 2023	WCLC & ALC	Target Group NWL Residents Partners School Sports Partnership Local Sports Clubs NWL Sport NWLDC	Working in conjunction with key partners to host a sports and health awards evening to recognise the great sporting, physical activity and healthy lifestyle achievements of our wonderful residents, clubs, schools, and volunteers. Running two separate events this year to trial new style of awards to further engage district residents.	Achieve 16 awards with a minimum of 3 nominations per award. 150 people attending each event.	Celebrate sporting success at all levels, especially grass root level. Celebrate moving more and healthy lifestyles. Celebrate life changing behaviour change though moving more. Celebrate our children and young people. Inspire our residents. Thank our volunteers.	A, B, C, D, E S1, S2, S3, S4, S5 Best Start in Life Staying Healthy and Well Living and Ageing Well 	Reported in Q3	Reported in Q3	2 x awards ceremonies held 18 x awards all with 3x candidates 320 total attendees over 2 events	See Q3

Within our Outputs and Outcomes, we had a total of 33 targets for this reporting year. Of this total we achieved 31/33 targets. The below shows which traffic light category.

Red 1 – Club Activ8 only achedived 18% usage compared with the target of 22.5%

Amber 1 – Parkrun is still awaiting further planning in liaison with NWLDC

Green 31

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Everyone Active Community



Wellbeing Plan 24/25



Introduction

The health and wellbeing of North West Leicestershire (NWL) residents and the positive impact that we can have through our leisure centres is a priority for us. Our aim is to provide access and opportunities to all across our district, and those who are visiting our centres, acting as a catalyst and mechanism to increase activity levels across the district's residents.

Our partnerships aim is to deliver programmes to support the health and wellbeing of residents through physical activity, movement and sport as highlighted in this strategy. This plan captures EA's actions which aim to support the *NWL Health & Wellbeing Strategy*, and the *NWL Sport & Physical Activity Commissioning Plan*.

Key – the below colours indicate that an action aims to support the *NWL Health & Wellbeing Strategy* or the *NWL Sport & Physical Activity Commissioning Plan*

■ *NWL Health & Wellbeing Strategy*

■ *NWL Sport & Physical Activity Commissioning Plan*

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2. The power of Physical Activity, Movement and Sport

'Step right up! It's the miracle cure we've all been waiting for.' (NHS.UK)

Benefits of active lifestyle

It is well documented and backed up by strong scientific evidence that moving more, being physically active and participating in sport can have huge benefits to a person's physical health.

The Chief Medical Officer (CMO) recommends that children aged 5- 18 years old be physically active for at least 60 minutes per day and adults 150 minutes per week including 2 days of strength building.

Physical activity can reduce the risk of developing type 2 diabetes by 30-40% and can reduce the risk of conditions such as heart disease, dementia, and stroke to name but a few.

As well as a tool to prevent disease it can be used for rehabilitation and to manage certain medical conditions such as recovering from cancer or heart conditions or living with long term conditions such as arthritis.

Building more movement into daily life can improve strength, balance and motor skills which are essential to living longer in better health. NWL has a rate of hip fracture that is significantly worse than the national average, increased levels of physical activity amongst residents could encourage a downward trend in the prevalence of hip fracture.

Meeting the CMO guidelines for physical activity is an important aspect of maintaining a healthy weight. This plan aims to support the wider work of the county's Healthy Weight Strategy implementation and local work through the NWL Health and Wellbeing Partnership and Primary Care Network.

NWL's prevalence of overweight and obesity is significantly higher than the national average in adults with 70.7% (Public Health 2021) of our adults classed as overweight or obese.

Scientific evidence also indicates that physical activity can support our residents to have the best start in life, reduce mortality, increase energy levels, support better sleep and manage pain effectively.

As well as having an impact on physical health, physical activity, movement and sport can also positively impact in other ways too. Evidence suggests that physical activity contributes to good mental wellbeing, it has the ability to reduce depression and in some cases anxiety.

Physical activity provides opportunity to overcome challenges, improve self-confidence, increase sense of purpose, build resilience, and make social connections. All of which can contribute to fun, enjoyment, happiness, and life satisfaction.

Physical activity can support individual development.

There is evidence that being active improves educational behaviour and attainment. NWL has a lower than the national average attainment 8 score (GCSE grades achieved across 8 subjects), encouraging our children and young people to be more physically active could help improve grades.

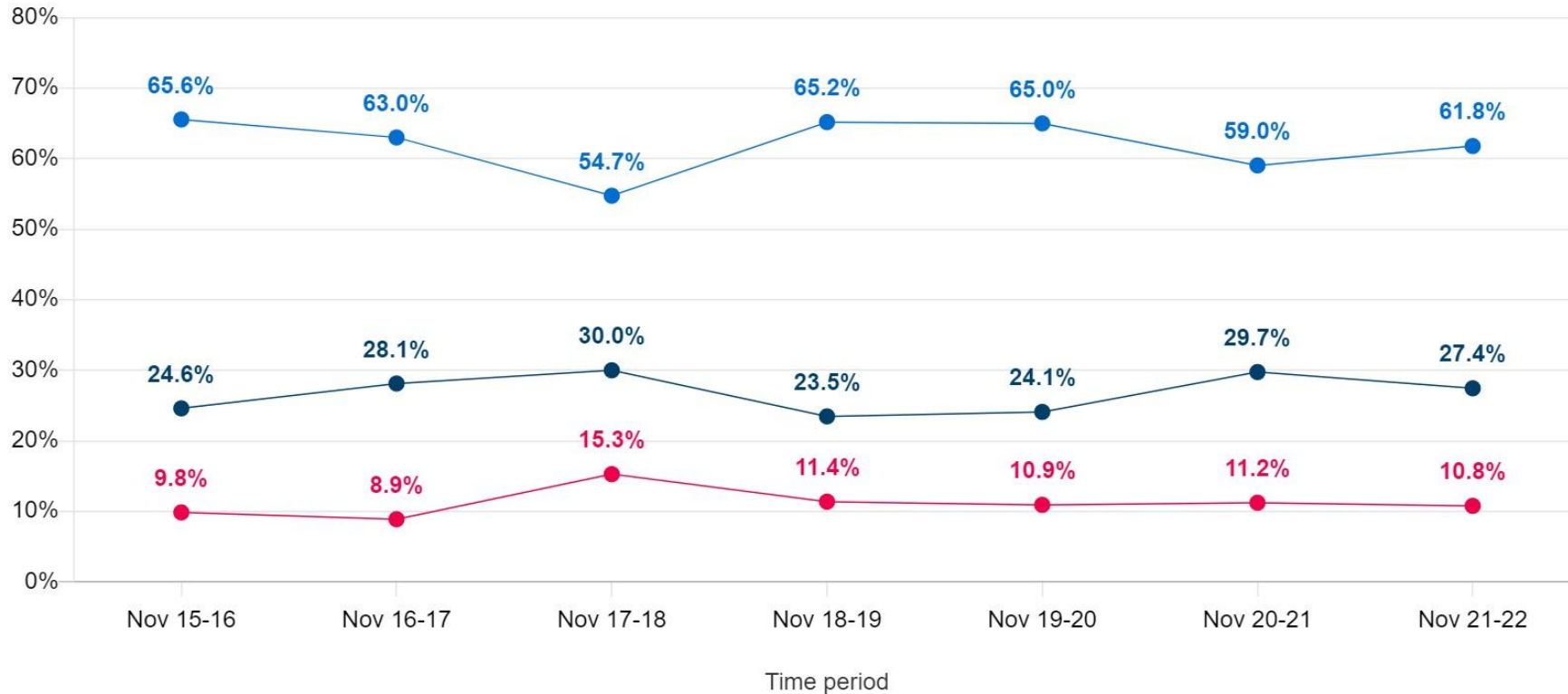
Physical activity can help to reduce anti-social behaviour giving young people activities to get involved with. It also provides opportunity to volunteer which supports the development of skills, such as integrity and leadership.

Sport and physical activity bring people together, encourages community and integrates people from all backgrounds. *'Sport and physical activity contribute £39 billion to the UK's economy and a significant portion of this comes from grassroots sport. The sector boosts the economy in two ways. Directly, through job creation, and indirectly by reducing healthcare costs due to a healthier population and reducing crime.'* (Sportengland.org)

3. Assessing Need

38.2% of North West Leicestershire Adults are reportedly not meeting the CMO guidelines for physical activity, of which 27.4% are reportedly inactive (active less than 30m per week). This is reflective of the England data as shown in the charts below.

Levels of activity (Main - 3 categories)
North West Leicestershire LA



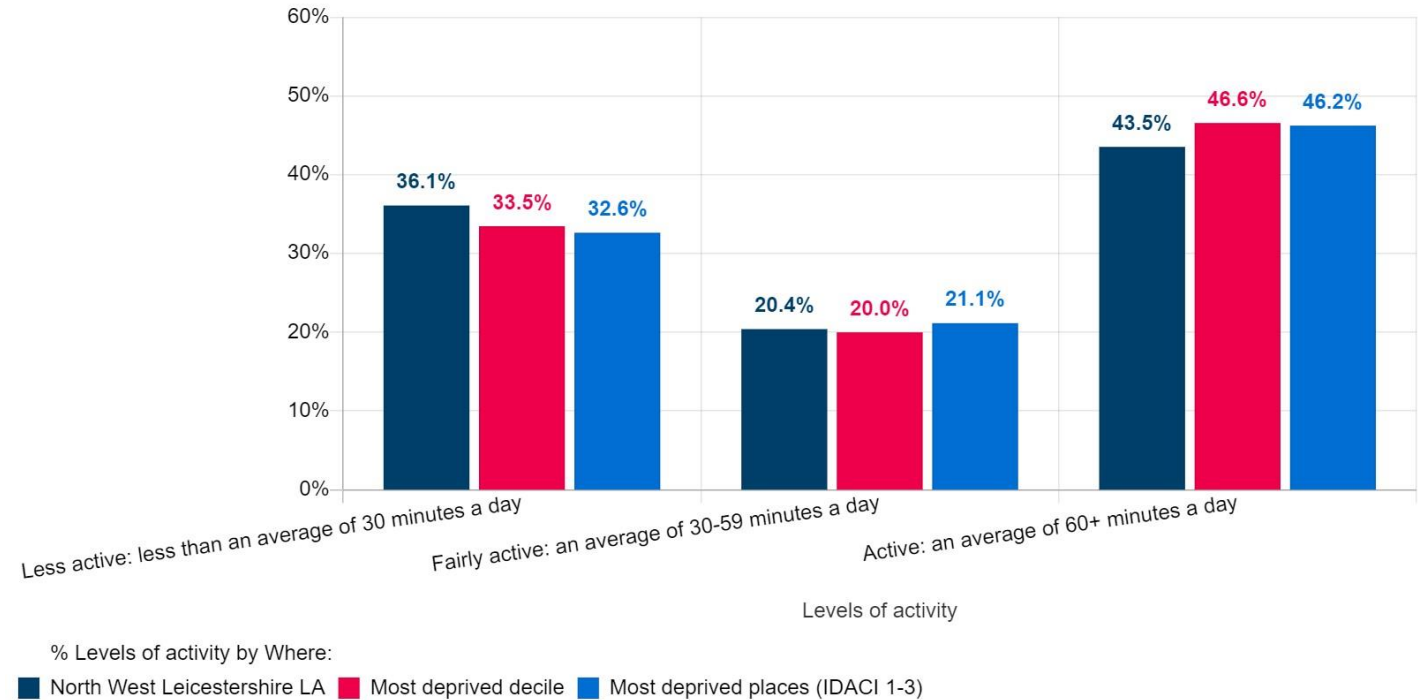
% Levels of activity (Main - 3 categories):

■ Inactive: less than 30 minutes a week
 ■ Fairly active: 30-149 minutes per week
 ■ Active: at least 150 minutes a week

The most recent data available for NWL regarding children's participation is May 2023. 43.5% of NWL's children and young people are meeting the CMO guidelines for physical activity compared to previous local data from 2021 survey 38%, showing a showing a 5.5% increase (Sport England, Active Lives Survey, May 23)

When developing the programmes set out in sections 7 we have taken into consideration the new Sport England Strategy *'Uniting the Movement'* and the issues identified within the strategy as set out below. The issues each specific programme will aim to address are set out in the table in section 7.

Levels of activity
Academic Year 22-23



The plan considers and supports priorities identified through the following.

- The NWL Health and Wellbeing Strategy
- The Leicestershire Health and Wellbeing Strategy
- The NWL Healthy Communities Plan
- NWL Sport and Physical Activity commission plan
- Active Together Framework
- Leicestershire Joint Strategic Needs Assessment (JSNA) 2018 – 2021 Obesity: Physical Activity, Healthy Weight and Nutrition
- Leicestershire Healthy Weight Strategy
- Integrated Care System's Life Course; Best start in life, Staying Healthy and Well, and Living and Ageing Well.
- The NHS CORE20PLUS5 Health Inequalities (Tackling health inequalities by supporting the 20% most deprived residents, plus those with poor access to healthcare and have a condition recognised in the NHS 5 clinical areas of focus)
- Active Together Framework 2022-2032
- The developing NWL Community Health and Wellbeing Plan (led by the LLR Integrated Care Board)

Barriers to participation:

- Socio-economic status – families and personnel from lower socio-economic backgrounds have less expendable money which can be used to participate in sport/ activity. NWL has a number of low socioeconomic areas/residents which has the knock-on effect on activity/ sports participation
- Disability – Inclusivity and access for accessible users is a key barrier to participation. The percentage of people living in the district with a disability is higher than the national average.
- Travel & time – Being a 'rural' district poses its own issues/ barriers for residents. Resident report not having available activities close enough to them to engage in. Additionally, travel links need further work to allow NWL residents to travel around the district cheaply and easily.

4. Aims

Both a national and local issue.... *'Physical INACTIVITY is responsible for one in six deaths and costs the country an estimated £7.4 billion a year.'*
(Public Health England)

This plan aims to tackle some of the barriers to physical activity and support more residents to become more active. We aim to deliver on our vision of *'Uniting communities through Activity'*. In addition, the plan also aims to support some of the wider outcomes within the delivery specification around providing local economic benefit, supporting safe and inclusive neighbourhoods, educating, protecting, and providing opportunities for young people, and providing high quality services.

The specific aims of each programme are set out in the table in sections 7.

5. Outcomes

Leisure Contract Specification – Authority Outcomes

This strategy sets out how we intend to meet the specified outcomes in the NWLDC Leisure Services contract.

The strategy broadly aims to achieve the following outcomes:

- Tackle and reduce health inequalities across the district
- Provide skills, employment opportunities and local economic benefit
- Provide opportunities for the inactive to be physically active
- Provide exercise and activity referral intervention for health-related conditions
- Support disadvantaged groups in our communities to be more physically active
- Support our community clubs to provide stability and developmental opportunities
- Work collaboratively with partners to provide active spaces for community groups
- Use digital platforms to reach rural or isolated residents with less opportunity to access to physical activity provision
- Educate, protect and provide opportunities for young people
- Play an integral part in the districts journey towards a carbon net zero future

The specific outcomes of each programme are set out in the table in section 7.

Monitoring, Evaluation and Learning

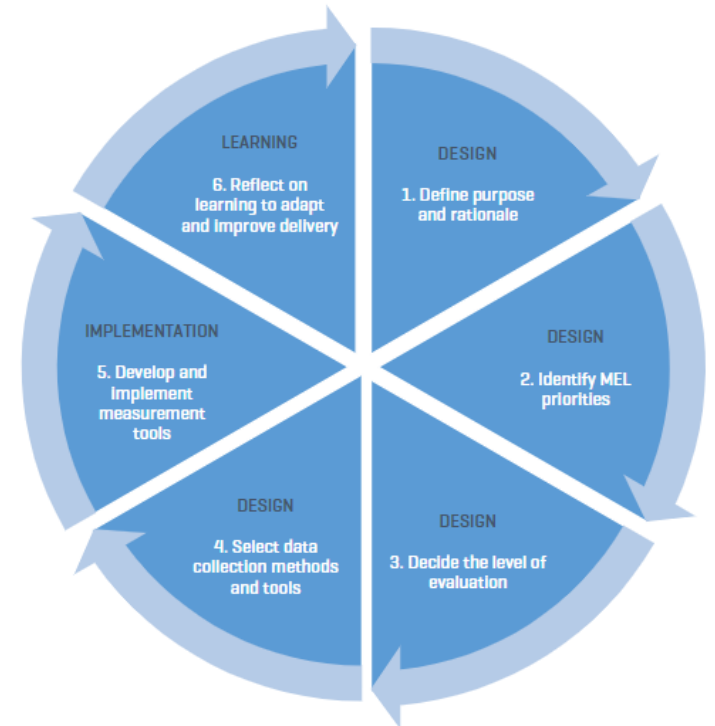
All programmes will be evaluated using Active Together’s (Leicester, Leicestershire and Rutland’s Active Partnership) Monitoring, Evaluation and Learning (MEL) Framework. This is a consistent approach across Leicester, Leicestershire and Rutland.

The principles and approach within the framework have been designed using national guidance set out by Sport England and the Office for Health Improvement and Disparities (formerly Public Health England).

The framework supports the production of accurate, high-quality reporting to understand value and demonstrate impact. It allows the generation of evidence in order to learn and guide future actions. It promotes interaction and reflection across our local system to connect, exchange and develop our learning. It allows us to demonstrate what is working and learn from what is not. It’s helps us to evidence and tell a story about the impact on people and places.


The Framework provides a tool kit which includes a bank of standard questions to build our own pre and post questionnaires/data collection tools and guidance to adapt the questions to ensure that they are accessible. The framework also provides pre-populated question templates, an evaluation plan template, logic model, learning log and learning case study templates.


The framework encourages MEL throughout the programme, this allows learning to happen during and adjustments made accordingly.




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Outcome Key	Outcome Description
A	Improving Health and Wellbeing and Reducing Health Inequalities
B	Providing Local Economic Benefit
C	Supporting Safe and Inclusive Neighbourhoods
D	Educating, Protecting and Providing Opportunities for Young People
E	Providing High Quality Services


What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
To improve Children & Young People's HWB 154	2024/25	WCLC	Children and Young People (CYP)	<p>Host a Schools Health & Wellbeing event building on the trial event held in 23/24 to help raise CYP awareness/understanding of HWB</p> <p>Undertake questionnaire with attendees Focus on Obesity and Mental Wellbeing include sessions such as yoga and Pilates, and a healthy eating workshop aligned to early interventions, education and behavioural change</p>	<p>Increase attendance from previous events</p> <p>Target 315 attendees</p>	<p>Increase CYP awareness of:</p> <ul style="list-style-type: none"> social and emotional health of a healthy lifestyle physical activity opportunities Local health and wellbeing services Leicestershire Teen Health offer 	<p>S4 A</p> <p>Staying Healthy & Well</p> 	Event scheduled for X			


What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
To improve NWL resident's knowledge and access to available health and wellbeing services 155	2024/25	WCLC & ALC	Residents at higher risk of health inequalities	<p>Host 2x Health & Wellbeing Roadshows at NWL Leisure facilities</p> <p>Local services to host stalls and speak directly to residents. Gain case studies to evidence the positive impact of the event for public and local partners</p> <p>Monitor attendance and complete post code analysis to identify where attendees live, overlaid with other indicators which affect wider determinants of health .</p> <p>Services to monitor sign ups/referrals.</p> <p>Where possible capture outcomes of referrals that attended services as a result of the event.</p>	<p>Host 1x HWB Roadshow events</p> <p>Increase partner attendance from last 2 events to 42 partners</p> <p>Increase on last years attendance to 250</p> <p>2x case studies evidencing positive impact of event</p> <p>Increased referrals/sign ups to services in attendance.</p>	<p>Increase local awareness of available services for NWL residents</p> <p>Increase partner networking</p> <p>Residents facing significant barriers to accessing services receive the support that they need.</p>	<p>S4 A</p> <p>Staying Healthy and Well</p> <p>Living and Ageing Well</p> 	HWB event reduced from 2 to 1			

Providing Local Economic Benefit

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Improving Work Place Health 156	2024/25	WCLC & ALC	Everyone Active Centres	<p>To deliver a 12-week work placed health initiative to EA colleagues aimed at improving their overall key health indicator scores including mental wellbeing</p> <p>Wellness survey completed prior to the course and then repeated at the end of it, in tandem with Bodytrax statistical information and blood pressure assessment.</p> <p>Activity/ lifestyle assessment including diet</p>	<p>10x EA staff undertake WPH initiative</p> <p>25% of staff increase health indicators</p>	<p>Improve workforces physical health</p> <p>Improve workforces emotional health and wellbeing</p> <p>Improve overall health and wellbeing of participants</p> <p>Reduction in staff sick days / increase in presenteeism</p> <p>Service quality increase</p>	<p>S4 A</p> <p>Staying Healthy and Well</p> <p>Living and Ageing Well</p> 	<p>Undertaking WPH Assessment with LCC (Additional)</p>			


Supporting Safe & Inclusive Neighbourhoods


What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Increase inclusivity within our facilities	2024/25	WCLC & ALC	District residents	<p>Create a weekly 'Community Café' aimed at improving social networking and reducing social isolation.</p> <p>To introduce a weekly Everyone Cares session into our programme aimed at provide free or discounted usage to those in residential care homes or groups</p> <p>Work with Youth Justice System (LCC) to facilitate centre usage</p>	<p>10x attendees per week at Community Café</p> <p>400 per/year</p> <p>10 usages at Carers session per week</p> <p>33 usages for Youth Justice System.</p> <p>Deliver inclusive sessions.</p>	<p>Decrease social isolation of attendees</p> <p>Improve social and emotional health of attendees</p> <p>Improve physical activity levels of attendees.</p> <p>Deter Youth Justice System attendees from involvement in antisocial behaviour.</p> <p>Outcomes measured through questionnaire/ survey</p>	<p>S4 A</p> <p>Staying Healthy and Well</p> <p>Living and Ageing Well</p> <p></p>	X	X		

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Increasing employment skills and opportunities 158	2024/25	WCLC & ALC	Local Schools & Colleges and their students	<p>To offer 10x work placements in the following roles:</p> <ul style="list-style-type: none"> • Sports attendant • Gym instructor • Swim teacher • Duty manager <p>EA will target young people living in the Agar Nook and Greenhill wards by working with the NWL School Sports Partnership, REACH, KISP and Castle Rock School.</p>	<p>10x work placements completed</p> <p>2x vacancies available for application</p> <p>10x job appointments for NWL residents</p>	<p>Increased exposure of job roles with leisure facilities and the related sector</p> <p>Increased engagement with local residents</p> <p>Young people appropriately trained to enter the job market.</p>	<p>S4 A</p> <p>Staying Healthy and Well</p> <p>Living and Ageing Well</p> 	<p>6x WP's</p> <p>2x job vacancies</p> <p>2x appointments</p>			


Educating, Protecting & Providing Opportunities For Young People

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Club Activ8 159	2024/25	WCLC & ALC	<p>Schools, Colleges & Local Partners</p> <p>Inactive children and young people.</p> <p>Children and young people living in areas of deprivation.</p>	<p>Scheme development formalising partnerships with 2 x external clubs within NWL who agree to offer reduced fee activities</p> <p>Gain case studies evidenced increased activity levels due to participation in scheme</p> <p>Work with schools and children from areas of deprivation.</p>	<p>increase utilisation on previous year.</p> <p>2x additional external club partner discounts</p> <p>2x case studies</p>	<p>Increased activity levels of participants</p> <p>Increased physical wellbeing of participants</p> <p>Increased social & emotional wellbeing of participants</p> <p>Increased opportunities to engage in activity</p> <p>Access to low cost / free activities removing the barrier of cost to many residents.</p>	<p>S4 A</p> <p>Staying Healthy and Well</p> <p>Living and Ageing Well</p> <div style="width: 10px; height: 10px; background-color: red; display: inline-block; margin-top: 5px;"></div>	<p>1x ClubsComplete</p> <p>1x Elite Gaming</p>			

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
<p>Deliver Holiday and Food (HAF) provision within EA Leisure Centres. Providing a safe space for children and young people to retain activity levels and access to good quality food during the school holidays.</p>	2024/25	WCLC & ALC	HAF referrals	<p>Provide a safe space for children and young people to retain activity levels and access to good quality food during the school holidays.</p> <p>Increase HAF usages through a variety of HAF options</p> <p>Increase HAF provision</p> <p>Promote a balanced active lifestyle with healthy eating habits</p> <p>Provide information and sign post to resources on a healthy lifestyle</p>	Target 120 usages.	<p>Children and young people are safe, active and fed during school holidays.</p> <p>Improved or maintained physical, social and emotional health of participants</p>	<p>S4 A</p> <p>Staying Healthy and Well</p> <p>Living and Ageing Well</p> 	First HAF programme runs Q2 (Summer holidays)			

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Increasing physical activity levels for CYP	2024/25	WCLC & ALC	NWL students referred via their schools	Working with Ivanhoe College to facilitate school time gym sessions for children highlighted by school as sedentary/ not achieving national exercise guidelines/ participating in PE 6-12 week programme with EA staff using Bodytrax throughout the programme targeting an outcome of.	20x attendees 25% of the attendees improving on their initial score by the end of the programme	Increased physical activity levels Reduction in.. Increase emotional health Increased social health	S4 A Staying Healthy and Well Living and Ageing Well 	28x attendees on Activity session			

Providing High Quality Services

What (Activity Need / Gap / Development)	When (Timescale)	Where (Location)	Who (Target Group & Partners)	How	Outputs	Outcomes	Performance Indicators	Q1	Q2	Q3	Q4
Upskilling workforce	2024/25	WCLC & ALC	EA Staff, EA Centres	EA staff to attend and complete NHS Talking Therapies training Training staff to becoming mental health first aiders, who will act as mental health advocates within the centre's	<p>10x staff attend Talking Therapies training</p> <p>10x staff MH First Aiders (related training)</p> <p>2x Menopause Champions within NWL Contract</p> <p>QUEST Very Good overall contract</p> <p>Achieve Water Wellbeing Accreditation at both EA sites</p>	<p>Increased awareness of mental health advocacy within EA facilities</p> <p>Increased MH awareness in NWL</p> <p>Reduction in work related stress</p>	<p>S4 A</p> <p>Staying Healthy and Well</p> <p>Living and Ageing Well</p> 	<p>10x staff attended</p> <p>Scheduled for Q2</p> <p>2x Champions in place</p> <p>Excellent Achieved</p> <p>Achieved at both sites</p>			

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COMMUNITY SCRUTINY COMMITTEE – THURSDAY, 19
SEPTEMBER 2024

Title of Report	UPDATE ON AIR QUALITY	
Presented by	Paul Sanders Head of Community Services	
Background Papers	None	Public Report: Yes
Financial Implications	None – all costs are covered within allocated budgets	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	There are no direct legal implications arising from this report.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	None	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To update Community Scrutiny on: <ol style="list-style-type: none"> 1. The recent air quality work completed by the Environmental Protection team 2. The proposal to revoke the Copt Oak Air Quality Management Area (AQMA) 3. The Annual Status Report (ASR) for submission to the Department for Environment, Food and Rural Affairs (DEFRA). 	
Recommendations	THAT COMMUNITY SCRUTINY PROVIDES COMMENTS ON THE FOLLOWING AHEAD OF CONSIDERATION BY CABINET ON 22 OCTOBER 2024: <ol style="list-style-type: none"> 1. THE UPDATE ON AIR QUALITY 2. THE PROPOSED REVOCATION OF THE COPT OAK AIR QUALITY MANAGEMENT AREA 3. THE CONTENTS OF THE ANNUAL STATUS REPORT FOR SUBMISSION TO DEFRA. 	

1.0 BACKGROUND

- 1.1** All councils have a statutory responsibility to assess the present and future air quality of their area in relation to the requirements of the National Air Quality Strategy, and to identify the main sources of the pollutants affecting air quality.

- 1.2 Air pollution is a complex mix of particles and gases. Particulate Matter (PM) and Nitrogen Dioxide (NO₂) are major components of urban air pollution, and are the pollutants affecting the air quality in North West Leicestershire.
- 1.3 The Council has a duty to monitor NO₂ under the Part VI of the Environment Act 1995. This is carried out using diffusion tubes. There are thirty five tubes around the District. A map of these locations can be found at **Appendix 1A and 1B**.
- 1.4 The Government sets the targets for air quality, which is monitored by officers to determine if the targets will be met. If officers do not think a target will be met, the Council declares an Air Quality Management Area (AQMA). The current AQMAs declared for exceeding the annual mean air quality standard for NO₂ are:
 - a. Bondgate, Castle Donington (as shown in Appendix 1A)
 - i. This applies to domestic properties along Bondgate
 - b. Copt Oak (as shown in Appendix 1B)
 - i. This applies to four domestic properties at Corner Farm.
- 1.5 PM_{2.5} is Particulate Matter with an aerodynamic diameter of 2.5µm or less, and there is evidence that this has a significant impact on human health. While there is no statutory duty for the Council to monitor PM_{2.5}, local authorities are expected to work towards reducing emissions and/or concentrations of PM_{2.5}. There are five 'Low Cost Automatic Monitors' called Zephyrs for officers to use for this aspect. These are located across various parts of the District as shown on the map at Appendix 1B and are used to gather air quality data on a number of pollutants.
- 1.6 In the financial year 2023/2024, the Air Quality and Contaminated Land Officer commented on two planning applications providing three comments in relation to air quality and gave pre-application advice on four sites.
- 1.7 Each year, the Council has to submit an Annual Status Report (ASR) on a standard DEFRA template to report on progress in achieving reductions in concentrations of emissions. The 2024 ASR can be found in **Appendix 2** which details the 2023 data.

2.0 BONDGATE, CASTLE DONINGTON AQMA

- 2.1 The Bondgate, Castle Donington AQMA came into operation on 9 January 2009 pursuant to the North West Leicestershire District Council Air Quality Management Area Order 2008 (No 1).
- 2.2 There are three diffusion tube locations within the AQMA, and six other nearby locations.
- 2.3 The Castle Donington Relief Road was opened in 2020, which was a priority to address the nitrogen dioxide air quality objective exceedance and to try to reduce emissions of both nitrogen dioxide and PM_{2.5}. This will have diverted some traffic out of the AQMA, reducing congestion.
- 2.4 Although the annual mean objective has been met in 2020, 2021, 2022 and 2023 the readings show considerable variation and it is not clear at this stage if this is as a result of Covid-19 restrictions on movement or the relief road.
- 2.5 Leicestershire County Council is currently planning to install traffic calming measures on High Street and Bondgate as part of the North and South of the Park Lane development. These will be constructed in October 2024. These measures should

further incentivise the use of the Relief Road leading to a further reduction in traffic along Bondgate.

2.6 The Air Quality Action Plan (AQAP) was approved by DEFRA in 2023.

3.0 COPT OAK AQMA

3.1 The Copt Oak AQMA came into operation on 30 July 2009 pursuant to the North West Leicestershire District Council Air Quality Management Area Order 2009 (No 1).

3.2 There is one diffusion tube location within the AQMA and two locations outside the AQMA.

3.3 A location on the kerb of the M1 exceeded acceptable tolerances, however, there are no relevant receptors linked to this location.

3.4 All receptor locations were substantially lower than the standard and have been for an extended period of time, therefore, the Council is confident that the air quality standard is being achieved at relevant receptors.

3.5 It is recommended that this location be revoked. Further detail in respect of this is provided in Appendix 2.

4.0 IBSTOCK

4.1 During 2022, along Melbourne Road, the Council recorded an exceedance of the Annual Mean Air Quality Standard for NO₂.

4.2 As a result of the 2022 readings, the Council expanded the monitoring network and installed additional diffusion tube monitoring locations and a zephyr. The Council also commissioned a Detailed Air Quality Assessment in order to establish if an AQMA needed to be declared.

4.3 However, monitoring in 2023 did not exceed the Annual Mean. The detailed assessment also did not predict any exceedances of the air quality standard. These findings support the fact that the declaration of an AQMA was not necessary.

4.4 It is currently unknown what caused the exceedance recorded in 2022. To ensure that the air quality standard is being met the monitoring network will be maintained.

5.0 ZEPHYR

5.1 Currently the Council has five zephyr analysers, at the locations shown in Appendices 1A and 1B.

5.2 It is proposed to reinstall a zephyr analyser in Ibstock to provide additional data and ensure the air quality standard is being met.

5.3 Two analysers are in the vicinity of Bardon Quarry.

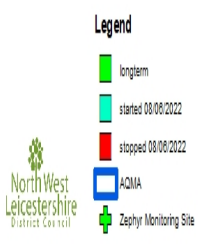
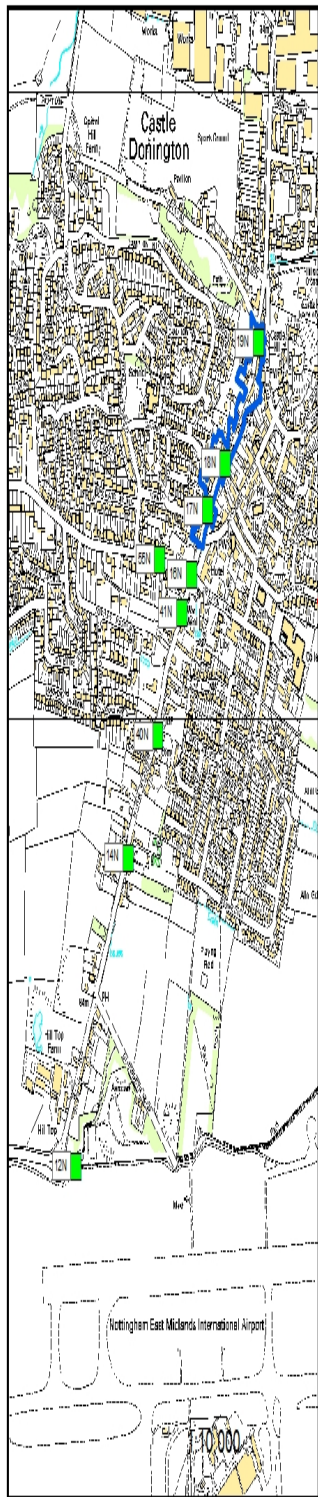
5.4 Two analysers were in Oakthorpe and Donisthorpe as part of the DEFRA grant project.

5.5 The Council is currently reviewing and identifying locations for future monitoring

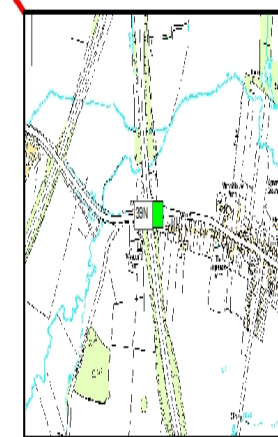
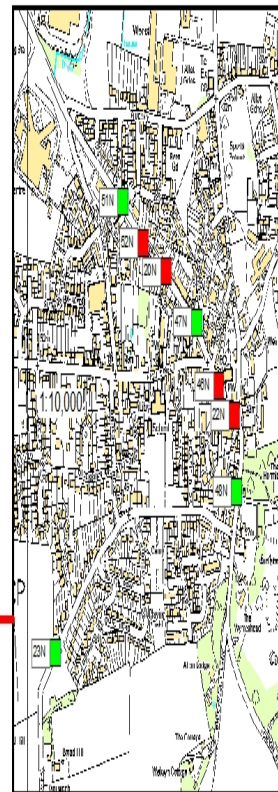
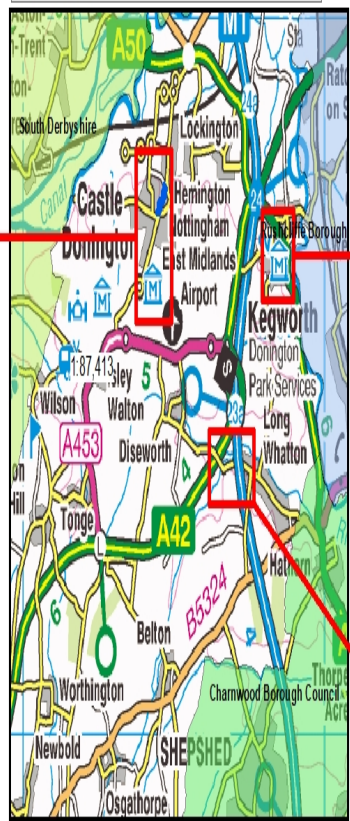
6.0 DEFRA PROJECT

- 6.1** The Council, along with Harborough District Council, was successful in securing DEFRA grant funding to undertake a project from April 2022 to the end of December 2023. The objective of the project was to increase the level of knowledge of the effects of solid fuel burning on PM2.5 (particularly related to health), and ultimately reduce PM2.5 emissions by changing attitudes to solid fuel burning, resulting in behaviour change.
- 6.2** The project included communication with residents of both councils around solid fuel burning, questionnaires and air quality monitoring.
- 6.3** The analysis undertaken of the monitoring did not identify any clear influences from solid fuel burning in the vicinity of any of the monitors. The plots produced indicate periods of higher concentrations, at times, during colder temperatures, during the evening and over the weekend, which could be interpreted from the questionnaire outcomes as times when residents are more likely to be burning solid fuel; however, variations in PM2.5 can occur for multiple reasons, due to source, meteorology, chemistry or measurement method. In the absence of a clear signal from the monitoring data and its subsequent analysis, it is not possible to draw a firm conclusion as to what is driving these elevated concentrations.
- 6.4** The report can be found in **Appendix 3**.

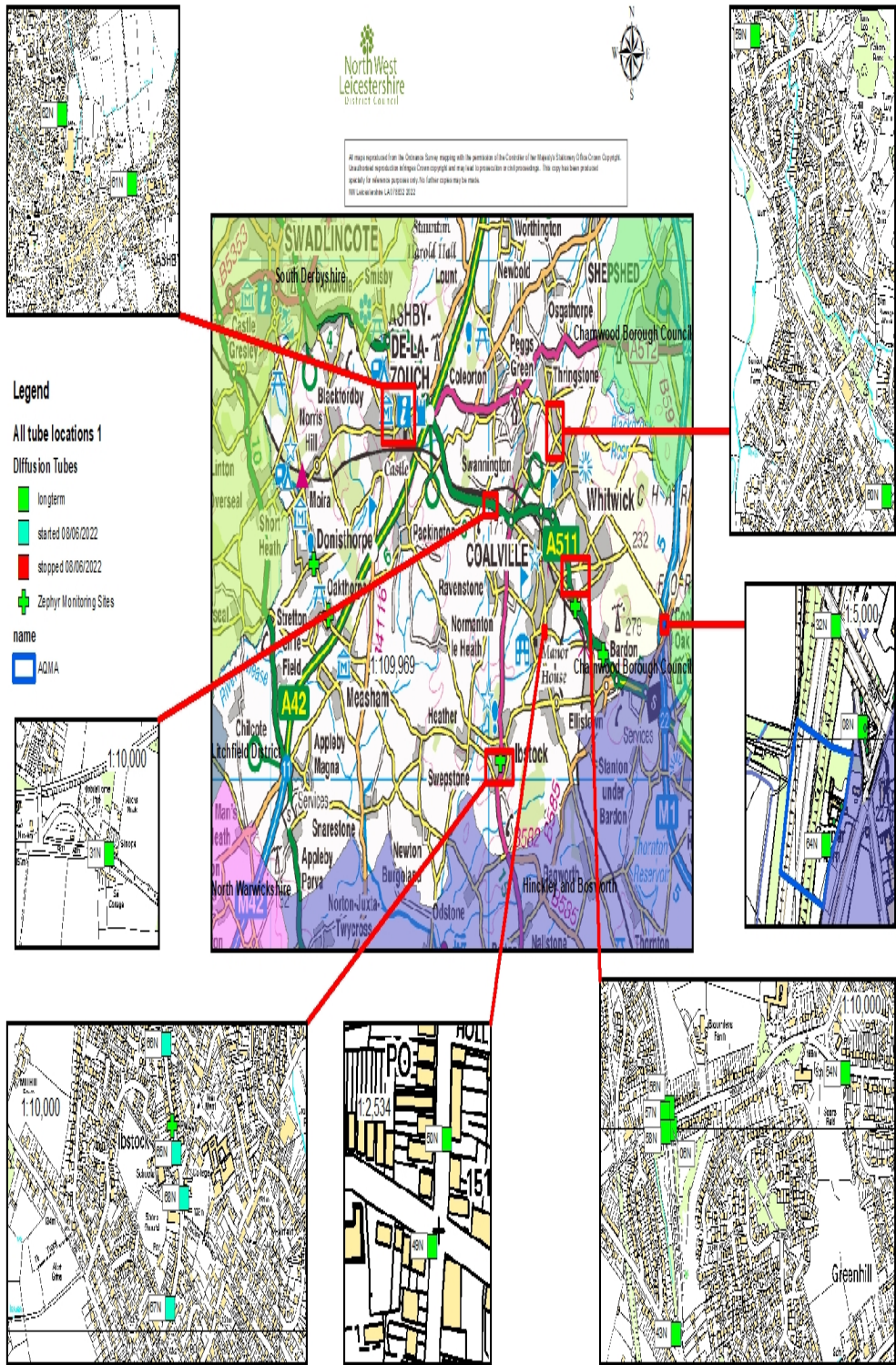
Policies and other considerations, as appropriate	
Council Priorities:	- Developing a clean and green district
Policy Considerations:	Undeclaring an AQMA.
Safeguarding:	No safeguarding issues to consider.
Equalities/Diversity:	No impact on equality or diversity. EIA completed.
Customer Impact:	EIA completed.
Economic and Social Impact:	Improvement to local air quality.
Environment, Climate Change and zero carbon:	This work has a positive impact on the environment, climate change and zero carbon.
Consultation/Community Engagement:	The ASR is published. An air quality project was delivered in 2022 which included district-wide consultation and local community consultation.
Risks:	No known risks identified.
Officer Contact	Paul Sanders Head of Community Services paul.sanders@nwleicestershire.gov.uk



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2024 Air Quality Annual Status Report (ASR)

In fulfilment of Part IV of the Environment Act 1995
Local Air Quality Management, as amended by the
Environment Act 2021

Date: June, 2024

Information	North West Leicestershire District Council Details
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Report Reference Number	NWLDC-ASR-2024-v1.1
Date	June 2024

Executive Summary: Air Quality in Our Area

Air Quality in North West Leicestershire

Breathing in polluted air affects our health and costs the NHS and our society billions of pounds each year. Air pollution is recognised as a contributing factor in the onset of heart disease and cancer and can cause a range of health impacts, including effects on lung function, exacerbation of asthma, increases in hospital admissions and mortality. In the UK, it is estimated that the reduction in healthy life expectancy caused by air pollution is equivalent to 29,000 to 43,000 deaths a year¹.

Air pollution particularly affects the most vulnerable in society, children, the elderly, and those with existing heart and lung conditions. Additionally, people living in less affluent areas are most exposed to dangerous levels of air pollution².

Table ES 1 provides a brief explanation of the key pollutants relevant to Local Air Quality Management and the kind of activities they might arise from.

Table ES 1 - Description of Key Pollutants

Pollutant	Description
Nitrogen Dioxide (NO ₂)	Nitrogen dioxide is a gas which is generally emitted from high-temperature combustion processes such as road transport or energy generation.
Sulphur Dioxide (SO ₂)	Sulphur dioxide (SO ₂) is a corrosive gas which is predominantly produced from the combustion of coal or crude oil.
Particulate Matter (PM ₁₀ and PM _{2.5})	<p>Particulate matter is everything in the air that is not a gas.</p> <p>Particles can come from natural sources such as pollen, as well as human made sources such as smoke from fires, emissions from industry and dust from tyres and brakes.</p> <p>PM₁₀ refers to particles under 10 micrometres. Fine particulate matter or PM_{2.5} are particles under 2.5 micrometres.</p>

¹ UK Health Security Agency. Chemical Hazards and Poisons Report, Issue 28, 2022.

² Defra. Air quality and social deprivation in the UK: an environmental inequalities analysis, 2006

Actions to Improve Air Quality

Whilst air quality has improved significantly in recent decades, there are some areas where local action is needed to protect people and the environment from the effects of air pollution.

The Environmental Improvement Plan³ sets out actions that will drive continued improvements to air quality and to meet the new national interim and long-term targets for fine particulate matter (PM_{2.5}), the pollutant of most harmful to human health. The Air Quality Strategy⁴ provides more information on local authorities' responsibilities to work towards these new targets and reduce fine particulate matter in their areas.

The Road to Zero⁵ details the Government's approach to reduce exhaust emissions from road transport through a number of mechanisms, in balance with the needs of the local community. This is extremely important given that cars are the most popular mode of personal travel and the majority of Air Quality Management Areas (AQMAs) are designated due to elevated concentrations heavily influenced by transport emissions.

During 2023, in line with the Council's Zero Carbon Road Map Action Plan, the cCouncil has continued to expand its EV charging network and reduce emissions from the Council's vehicle fleet.

During 2023, the Council, in Partnership with Harborough District Council, started an air quality grant funded project looking at the impacts of solid fuel burning on PM_{2.5}.

Conclusions and Priorities

The ASR concludes that

- Ibstock appears to be complaint with the AQS and the 2022 concentrations appear to be anomalous.

³ Defra. Environmental Improvement Plan 2023, January 2023

⁴ Defra. Air Quality Strategy – Framework for Local Authority Delivery, August 2023

⁵ DfT. The Road to Zero: Next steps towards cleaner road transport and delivering our Industrial Strategy, July 2018

- The AQMA in Copt Oak can be undeclared

In 2024 the Council plans to:

- Revoke the Copt Oak AQMA
- Continue to monitor air quality in Castle Donington to determine if the AQMA is now Compliant.
- Continue to monitor AQ in Ibstock to confirm there is no exceedance of the AQS.

Local Engagement and How to get Involved

The main contributions that the community can make to improving air quality are around minimising emissions from traffic and other sources and limiting exposure at times of poor air quality. Specifically, that means avoiding unnecessary car use for short journeys, utilising public transport where possible, buying and maintaining low emissions vehicles and being linked into the national alert system for predicted episodes of poor air quality.

The public can get further information on Air Quality from the following websites:

- North West Leicestershire District Council
http://www.nwleics.gov.uk/pages/air_quality
- DEFRA's UK-AIR: Air information Resource
<https://uk-air.defra.gov.uk/>
- DEFRA's Local Air Quality Management (LAQM) Support
<http://laqm.defra.gov.uk/>
- Environmental Protection UK Air Pollution
<http://www.environmental-protection.org.uk/policy-areas/air-quality/about-air-pollution/>

Local Responsibilities and Commitment

This ASR was prepared by the Environmental Protection Department of North West Leicestershire District Council with the support and agreement of the following officers and departments:

Environmental Protection, North West Leicestershire District Council

This ASR has been approved by the Council's Cabinet.

<insert link to meeting minutes>

This ASR has been signed off by a Director of Public Health.

If you have any comments on this ASR please send them to Environmental Protection
North West Leicestershire District Council at:

Address North West Leicestershire District Council

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Coalville

LE67 0FW

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1 Local Air Quality Management

This report provides an overview of air quality in North West Leicestershire during 2023. It fulfils the requirements of Local Air Quality Management (LAQM) as set out in Part IV of the Environment Act (1995), as amended by the Environment Act (2021), and the relevant Policy and Technical Guidance documents.

The LAQM process places an obligation on all local authorities to regularly review and assess air quality in their areas, and to determine whether or not the air quality objectives are likely to be achieved. Where an exceedance is considered likely the local authority must declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP) setting out the measures it intends to put in place in order to achieve and maintain the objectives and the dates by which each measure will be carried out. This Annual Status Report (ASR) is an annual requirement showing the strategies employed by North West Leicestershire District Council to improve air quality and any progress that has been made.

The statutory air quality objectives applicable to LAQM in England are presented in Table E.1.

2 Actions to Improve Air Quality

2.1 Air Quality Management Areas

Air Quality Management Areas (AQMAs) are declared when there is an exceedance or likely exceedance of an air quality objective. After declaration, the authority should prepare an Air Quality Action Plan (AQAP) within 18 months. The AQAP should specify how air quality targets will be achieved and maintained, and provide dates by which measures will be carried out.

A summary of AQMAs declared by North West Leicestershire District Council can be found in Table 2.1. The table presents a description of the 2 AQMAs that are currently designated within North West Leicestershire. Appendix D: Map(s) of Monitoring Locations and AQMAs provides maps of AQMAs and also the air quality monitoring locations in relation to the AQMAs. The air quality objectives pertinent to the current AQMA designations are as follows:

- NO₂ annual mean;

It is proposed to revoke Copt Oak (see section 3.2.1.4 section).

Table 2.1 – Declared Air Quality Management Areas

AQMA Name	Date of Declaration	Pollutants and Air Quality Objectives	One Line Description	Is air quality in the AQMA influenced by roads controlled by Highways England?	Level of Exceedance: Declaration	Level of Exceedance: Current Year	Number of Years Compliant with Air Quality Objective	Name and Date of AQAP Publication	Web Link to AQAP
Castle Donington	09/01/2008	NO2 Annual Mean	An area encompassing the High Street and Bondgate area of Castle Donnington.	NO	47.83µg.m-3	N/A	4	May 2021	https://www.nwleics.gov.uk/files/documents/draft_air_quality_action_plan_for_castle_donington/Draft%20AQAP%20.pdf
Copt oak	30/07/2009	NO2 Annual Mean	An area of the village of Copt Oak that lies within the boundaries of NW Leicestershire District Council.	YES	44µg.m-3	N/A	3	N/A	

- North West Leicestershire District Council confirm the information on UK-Air regarding their AQMA(s) is up to date.
- North West Leicestershire District Council confirm that all current AQAPs have been submitted to Defra.

2.2 Progress and Impact of Measures to address Air Quality in North West Leicestershire District Council

Defra's appraisal of last year's ASR concluded:

1. ***Comments from previous ASR appraisals are included and responded to. This is welcomed. However, it is noted that some comments from last year's appraisal are still outstanding, for example the exclusion of Zephyr data from the main section of the report.***
2. ***The Council has updated their AQAP in 2023. This is encouraging to hear.***
3. ***The Council has included data from the low-cost Zephyr sensors in the main body of the report. These monitoring results are useful as indicative monitoring but cannot be reported on for LAQM purposes, as highlighted in last year's ASR appraisal. The additional monitoring is appreciated. However, if the Council wishes to report this data, results and additional information should be included within an appendix at the end of the ASR rather than the main body of the report. The data itself must not be reported in the main body data tables as this type of monitoring sensor is not reference accredited. The Council should remove this data from the main body of the report going forward.***

The ASR is designed to communicate the results of monitoring to the public and partners hiding data from low-cost monitors in an appendices does not effectively communicate the results of that monitoring to the wider public and stakeholders as such the council will continue to include the results within the main body of the report.

4. ***The Council has included good detail within their discussion of PM_{2.5} in the District. They mention the PHOF D01 indicator, which is useful. It would be beneficial to include the specific statistics for this indicator. Accompanying graphs could also be useful.***

This has been continued.

5. ***The Council has included clear and detailed discussed of monitoring data and exceedances split by area. This is useful to understand trends in the district.***

- 6. The Council has stated their intention to further investigate the exceedance at Ibstock. The Council is encouraged to continue to update their monitoring network to reflect any new hotspots that are identified.**

This has been included as appendix C2 Detailed Assessment of Melbourne Road Ibstock.

- 7. The diffusion tube network increased by three between 2021 and 2022. It would be useful to include a clear statement on where the changes have been made.**

Each areas discussion section of the 2023 ASR (sections 3.2.1.1 to 3.2.1.7) highlights where monitoring sites had ceased and new sites were created. The network was not increased. Four locations in Kegworth were ceased and four new locations were started in Ibstock.

- 8. It is noted that some of the differences between recorded concentrations in 2021 and 2022 at several individual sites is very large (eg. 12N, 46N, 49N, 50N). This is unusual. The Council is encouraged to provide discussion on this if there are any specific reasons for these changes, for example if the location of the diffusion tube has been moved during the year.**

Discussion of this has been included where appropriate.

- 9. The Council has provided a relevant QA/QC section. The following improvements are suggested for this section going forward:**

- a. Table C.1 has been included to show annualisation calculations. However, the Council could include some description and discussion of the annualisation process.**

Annualisation in undertaken inline with the technical guidance using the provided spreadsheet.

- b. There is no statement on whether distance correction was required at diffusion tube monitoring sites in 2022. This should be included.**

Noted for future reports, distance correction was not required so the section was removed as per the instructions in the template.

- c. The Council states under 'Additional Air Quality Works Undertaken by North West Leicestershire District Council' that they worked with Harborough District Council. It would be preferable to describe what additional air quality works the two councils undertook at this point in the report.**

Noted.

- d. The Council should include a statement on whether the Defra Calendar was followed when deploying diffusion tubes.**

All dates are included within appendix C1 and where the diffusion tube processing tool complains about the dates discussion will be included. The calendar has been followed as shown in appendix C4s.

- e. It would be beneficial to include a screenshot of the national bias adjustment factor spreadsheet.**

All relevant data from the spreadsheet is already included within the report and a link to the spreadsheet is included. Inclusion of a screenshot of a cluttered worksheet within an appendices serves no purpose.

- f. Reference to the Zephyr monitors should be removed.**

See statement regarding point 3.

10. The following formatting issues were noted in the report:

- a. There are several instances of pollutant names are not subscripted correctly. Whilst this does not affect the readability of the report, the council should check future reports for such errors.**

Noted.

- b. Table B.1 is not readable. The table itself is blurry.**

This appears to be a result of the pdf conversion. Its cause is unknown.

- c. Under 'QA/QC of Diffusion Tube Monitoring' it says 2021 diffusion tubes instead of 2022 diffusion tubes.**

Noted.

- d. The Council should use the most up to date template going forward, particularly for tables.**

Noted.

11. Table 2.1 does not provide information on whether each of NWLDCs AQMAs are compliant, and the number of years compliance has been achieved. The formatting of Table A.2, as well as the formatting of maps of monitoring sites, do not make it clear which sites are located in AQMA. For example, Figure D.2 shows site 64N is the only monitoring site within the Copt Oak AQMA, however Table A.2 show several sites within the AQMA.

Noted.

12. In the portal the AQMAs are listed as being amended in 2013, but this is not reflected in the table. The Council should ensure the portal and the table match going forward.

North West Leicestershire District Council has taken forward a number of direct measures during the current reporting year of 2023 in pursuit of improving local air quality. Details of all measures completed, in progress or planned are set out in Table 2.2. 7 measures are included within Table 2.2, with the type of measure and the progress North West Leicestershire District Council has made during the reporting year of 2023 presented. Where there have been, or continue to be, barriers restricting the implementation of the measure, these are also presented within Table 2.2.

More detail on these measures can be found in their respective Action Plans Key completed measures are:

- Leicestershire County Council (LCC) highways consulted on the implementation of traffic calming measures in Castle Donington; these are currently scheduled to be started in October 2024
- The Council installed four EV charging parking bays in Ibstock during 2023.

North West Leicestershire expects the following measures to be completed over the course of the next reporting year:

- Installation of Traffic calming measures along High street, Market street and Bondgate in Castle Donington to further incentivise the use of the Castle Donington Relief Road further removing traffic from the AQMA.

North West Leicestershire District Council's priorities for the coming year are:

- Continue to monitor Castle Donington and Ibstock to ensure the sites are complaint

North West Leicestershire District Council worked to implement these measures in partnership with the following stakeholders during 2023:

- LCC Highways
- LCC Public Health

North West Leicestershire District Council anticipates that the measures stated above and in Table 2.2 will achieve compliance in 2025.

Table 2.2 – Progress on Measures to Improve Air Quality

Measure No.	Measure Title	Category	Classification	Year Measure Introduced in AQAP	Estimated / Actual Completion Date	Organisations Involved	Funding Source	Defra AQ Grant Funding	Funding Status	Estimated Cost of Measure	Measure Status	Reduction in Pollutant / Emission from Measure	Key Performance Indicator	Progress to Date	Comments / Barriers to Implementation
1	Castle Donington Relief Road and supporting traffic management measures in Castle Donington	Traffic Management	Strategic Highway Improvements	2020	Completed February 2020 for relief road, 2021 for measure as a whole	NWLDC	Consortium of Developers	No	Fully funded	£7.76 million in total	Mainly implemented	Reduction large enough to achieve the annual mean NO2 at all relevant monitoring locations	Traffic flows on Bondgate in Castle Donington, and resulting nitrogen dioxide concentrations	Road built and open. Traffic light rephasing complete. Post scheme monitoring still to be undertaken (delays due to impacts on traffic from Covid restrictions) LCC consulted the public on the proposed measures https://www.castledonington-pc.gov.uk/news/2023/01/castle-donington-traffic-calming-measures-proposal	Traffic calming measures still to be implemented
2	Promote Behaviour Change away from Single Occupancy Private Vehicle Use	Promoting Travel Alternatives	Encourage/ facilitate home working, intensive active travel campaign and infrastructure, Personalised Travel Planning, Promotion of Cycling, Promotion of Walking, School Travel Plans, Workplace Travel Planning	Ongoing group of measures	Ongoing for the measure as a whole, late 2021 for LCC Local Cycling and Walking Infrastructure Plan	NWLDC	Transforming Cities Fund, DfT, LCC	No	Partially funded	Lots of different schemes, difficult to estimate overall cost	Being Implemented	n/a – strategic measure which will also assist in achievement of air quality objective in AQMA	Monitoring strategy for LTP includes	Ongoing work with schools mainly, and travel plans through planning system. Local Cycling and Walking Infrastructure plan being drafted	Largely implemented by LCC. Restricted by resourcing
3	Promote the use of Alternately Fuelled Vehicles	Promoting Low Emission Transport	Priority Parking for LEVs, procuring alternative refuelling infrastructure to promote Low Emission Vehicles, EV recharging, Gas fuel recharging, taxi emission incentives, taxi licensing conditions	Ongoing group of measures	Ongoing with Zero Carbon Road map	LCC and NWLDC	Office for Low Emission Vehicles (OLEV), Energy Savings Trust (EST), neighbouring local authorities	No	Partially funded	Lots of different schemes, difficult to estimate overall cost	Being Implemented	n/a – strategic measure which will also assist in achievement of air quality objective in AQMA	Proportion of alternatively fuelled vehicles in the fleet on Leicestershire's roads	EV charging points increasing in NWL as funding will allow ultra-low emission buses on Skylink route	
4	Support Actions in the Zero Carbon Road Map Action Plan	Wide range of measures spanning a number of categories	Wide range of measures spanning a number of categories	2019	Ongoing with Zero Carbon Road map	NWLDC	Office for Low Emission Vehicles (OLEV), Energy Savings Trust (EST), NWLDC	No	Partially funded	Lots of different schemes, difficult to estimate overall cost	Being Implemented	n/a – strategic measure which will also assist in achievement of air quality objective in AQMA	Wide range of measures, therefore range of KPIs, which will be driven by Climate Emergency work	the council installed 4 EV charging points in Ibstock during 2023	

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Measure No.	Measure Title	Category	Classification	Year Measure Introduced in AQAP	Estimated / Actual Completion Date	Organisations Involved	Funding Source	Defra AQ Grant Funding	Funding Status	Estimated Cost of Measure	Measure Status	Reduction in Pollutant / Emission from Measure	Key Performance Indicator	Progress to Date	Comments / Barriers to Implementation
5	Develop Planning Policies to Support Better Air Quality	Policy Guidance and Development Control	Air Quality Planning and Policy Guidance, Low emission strategy, other policy, regional groups	2021	2023	NWLDC	Mainly from existing budgets. Planning system could generate funding through s106 contributions from developers.	No	Funded (collaborative working)	Unknown, but mainly staff time	Complete ongoing	n/a – strategic measure which will also assist in achievement of air quality objective in AQMA	Broader Policy in Local Plan, SPD on Air Quality	"The council adopted an Air Quality Supplementary planning document was adopted by the local plan committee October 2023 https://www.nwleics.gov.uk/pages/supplementary_planning_guidance "	
6	Support and collaborate with LCC on wider Public Health projects	Policy Guidance and Development Control	Regional Groups Co-ordinating programmes to develop Area wide strategies to reduce emissions and improve air quality	Ongoing	n/a	NWLDC	Funding through public health, internal budgets for staff time	No	Funded (collaborative working)	No specific budget, as ongoing collaborative work	Being Implemented	n/a – strategic measure which will also assist in achievement of air quality objective in AQMA	n/a as no specific projects identified as yet	Ongoing Health Partnership meetings with the districts, boroughs and Public Health Leicestershire.	Non statutory function will require additional resources to implement
7	Control Domestic Emissions	Promoting Low Emission Plant	Regulations for fuel quality for stationary and mobile sources	2021	n/a	LCC and NWLDC	Mainly from existing budgets.	No	No funding for information campaigns	No specific budget	Planning Phase	n/a – strategic measure which will also assist in achievement of air quality objective in AQMA	Level of solid fuel burning	Some council housing stock changed to air source heat pumps	Very difficult to quantify any change without detailed survey work

2.3 PM_{2.5} – Local Authority Approach to Reducing Emissions and/or Concentrations

As detailed in Policy Guidance LAQM.PG22 (Chapter 8) and the Air Quality Strategy⁶, local authorities are expected to work towards reducing emissions and/or concentrations of fine particulate matter (PM_{2.5}). There is clear evidence that PM_{2.5} (particulate matter smaller 2.5 micrometres) has a significant impact on human health, including premature mortality, allergic reactions, and cardiovascular diseases.

The Public Health Outcomes Framework (PHOF) (<https://www.gov.uk/government/collections/public-health-outcomes-framework>) is an Office of Health Improvement and Disparities data tool for England, intended to focus public health action on increasing healthy life expectancy and reducing differences in life expectancy between communities. The tool uses indicators to assess improvements. Recognising the significant impact that poor air quality can have on health, the PHOF includes an indicator relating to fine particulate matter (PM_{2.5}).

The indicator in the PHOF reports the estimates fraction of all-cause adult mortality attributable to anthropogenic particulate air pollution (measured as fine particulate matter).

Based on the latest available figures the position in North West Leicestershire District has the 3rd lowest fraction of attributable deaths to particulate air pollution in Leicestershire. (https://fingertips.phe.org.uk/profile/wider-determinants/data#page/0/gid/1938133043/pat/502/par/E10000018/ati/501/are/E07000131/iid/93867/age/-1/sex/-1/cat/-1/ctp/-1/yr/1/cid/4/tbm/1/page-options/tre-ao-1_tre-so-1)

North West Leicestershire District Council is taking the following measures to address PM_{2.5}:

- Ongoing work in collaboration with public health staff at LCC is delivered through the Joint Strategic Needs Assessment (JSNA) and associated action plan. Within the JSNA there is a chapter on air quality and health. The chapter recognises that by its nature, air quality cannot be controlled by geographical boundaries or by a single individual alone. Instead, collective, systematic efforts are required to reduce air pollution and its harmful effects on health.

⁶ Defra. Air Quality Strategy – Framework for Local Authority Delivery, August 2023

The key recommendation was that the Leicestershire Air Quality and Health Partnership Steering Group should agree a plan to deliver joint actions to tackle poor air quality and related health issues. The first plan has been completed and the group are currently drafting the Air Quality and Health Partnership 2023-26 document

- Controlling dust and combustion emissions from permitted processes within the district
- Promoting the use of green waste collection and LCC run waste bring sites over bonfires to dispose of garden waste
- Robust planning process
- Concluding the DEFRA Grant funded project with North West Leicestershire District Council to increase the level of knowledge of PM_{2.5} and ultimately reduce PM_{2.5} emissions by changing behavioural attitudes to solid fuel burning.

2.3.1 Findings of the joint grant project with North West Leicestershire

A 12-month PM₁₀ and PM_{2.5} monitoring programme was carried out in three villages (Donisthorpe, Oakthorpe and North Kilworth) in NWL and Harborough. The monitoring was funded through a grant funded project awarded to NWL and Harborough District Councils, to support work to increase public awareness of the air quality impacts of solid-fuel burning. This report provides an overview of the monitoring results, to try to identify any quantified evidence of domestic solid fuel burning in the three villages.

Detailed statistical analysis of the monitoring results has not identified any clear influences from solid fuel burning in the vicinity of the any of the monitors. The plots produced seem to show periods of higher concentrations, at times, during colder temperatures, during the evening and over the weekend, which could be interpreted as times when residents are more likely to be burning solid fuel, however variations in PM_{2.5} can occur for multiple reasons, due to source, meteorology, chemistry or measurement method; in the absence of a clear signal from the monitoring data and its subsequent analysis, it is concluded that data are not clear enough to draw a conclusion as to what is driving these elevated concentrations.

The full report is attached as

- Appendix C1 Domestic Fuel Burning.

3 Air Quality Monitoring Data and Comparison with Air Quality Objectives and National Compliance

This section sets out the monitoring undertaken within 2023 by North West Leicestershire District Council and how it compares with the relevant air quality objectives. In addition, monitoring results are presented for a five-year period between 2019 and 2023 to allow monitoring trends to be identified and discussed.

3.1 Summary of Monitoring Undertaken

3.1.1 Automatic Monitoring Sites

North West Leicestershire District Council did not undertake automatic (continuous) monitoring using a reference monitor during 2023

North West Leicestershire District Council undertook automatic (continuous) monitoring using low-cost non-reference Zephyr monitors at 4 sites during 2023. Though Zephyr monitors are not reference monitors they are useful as indicative monitoring to determine if areas of potential concern require further monitoring using more recognised methods.

Table A.1 in Appendix A shows the details of the automatic monitoring sites.

Maps showing the location of the monitoring sites are provided in Appendix D. Further details on how the monitors are calibrated and how the data has been adjusted are included in Appendix C.

3.1.2 Non-Automatic Monitoring Sites

North West Leicestershire District Council undertook non- automatic (i.e. passive) monitoring of NO₂ at 35 sites during 2023. Table A.2 in Appendix A presents the details of the non-automatic sites.

Maps showing the location of the monitoring sites are provided in Appendix D. Further details on Quality Assurance/Quality Control (QA/QC) for the diffusion tubes, including bias adjustments and any other adjustments applied (e.g. annualisation and/or distance correction), are included in Appendix C.

3.2 Individual Pollutants

The air quality monitoring results presented in this section are, where relevant, adjusted for bias, annualisation (where the annual mean data capture is below 75% and greater than 25%), and distance correction. Further details on adjustments are provided in Appendix C.

3.2.1 Nitrogen Dioxide (NO₂)

Table A.3 and Table A.4 in Appendix A compare the ratified and adjusted monitored NO₂ annual mean concentrations for the past five years with the air quality objective of 40µg/m³. Note that the concentration data presented represents the concentration at the location of the monitoring site, following the application of bias adjustment and annualisation, as required (i.e. the values are exclusive of any consideration to fall-off with distance adjustment).

For diffusion tubes, the full 2023 dataset of monthly mean values is provided in Appendix B. Note that the concentration data presented in Table B.1 includes distance corrected values, only where relevant.

Annualisation has been conducted using the Diffusion Tube Data Processing tool spreadsheet inline with the technical guidance.

Distance correction was not required on any monitoring location in 2023 inline with the technical guidance

Table A.5 in Appendix A compares the ratified continuous monitored NO₂ hourly mean concentrations for the past five years with the air quality objective of 200µg.m⁻³, not to be exceeded more than 18 times per year.

3.2.1.1 Ashby

There are two monitoring locations within Ashby.

Both locations recorded concentrations below the annual mean air quality standard.

3.2.1.2 Castle Donington

There are three monitoring locations within the Castle Donington AQMA and six other monitoring locations in the area. All locations recorded concentrations below the air quality standard however all locations show considerable variability year to year likely cause by substantial development in the area (e.g. east midlands gateway project,

construction of the relief road, several major logistics sites being constructed). Given the four years of compliance include impacts from COVID lockdowns and the impacts of the several major construction projects in the area, it is difficult to ascertain if the compliance show is temporary or representative of long term compliance with the air quality standard.

3.2.1.3 Coalville

There are seven monitoring locations in Coalville area.

All monitoring locations have been below the air quality standard since 2013 and are located closer to the road than relevant receptors so represent a worst case exposure.

Two zephyrs are located in the Coalville area. The zephyr located on Bardon Road did not exceed the air quality standard.

The zephyr located near Bardon quarry recorded 120 exceedances of the hourly mean however there are no nearby receptors and no obvious source of NO₂.

3.2.1.4 Copt Oak

There was one long term monitoring location within the Copt Oak AQMA.

There is one monitoring locations outside of the AQMA

There is one monitoring location adjacent to the M1.

The two locations which are façade locations were substantially below the air quality standard and have been for more all monitoring years.

The location adjacent the M1 is not representative of a receptor but represents a worse case location and was slightly below the air quality standard

As such it can be show that the air quality standard is being achieved at all relevant receptors and the AQMA can be discharged

3.2.1.5 Hugglescote

There are two monitoring locations in Hugglescote, all locations all locations recorded concentrations below the air quality standard

3.2.1.6 Ibstock

There are four diffusion tube monitoring location in Ibstock. All locations record concentrations substantially below the air quality standard however this location 65N shows a substantial lowering in concentrations compared to 2022 which cannot be explained.

3.2.1.7 Kegworth

There are four monitoring locations in Kegworth. All locations recorded concentrations below the air quality standard.

3.2.1.8 Sinope and Whitwick

There is one monitoring location in Sinope.

There are two monitoring locations in Whitwick.

All locations recorded concentrations below the air quality standard.

3.2.2 Particulate Matter (PM₁₀)

Table A.6 in Appendix A: Monitoring Results compares the ratified and adjusted monitored PM₁₀ annual mean concentrations for the past five years with the air quality objective of 40µg./m⁻³.

Table A.7 in Appendix A compares the ratified continuous monitored PM₁₀ daily mean concentrations for the past five years with the air quality objective of 50µg.m⁻³, not to be exceeded more than 35 times per year.

No exceedances of the PM₁₀ objectives was recorded.

3.2.3 Particulate Matter (PM_{2.5})

Table A.8 in Appendix A presents the ratified and adjusted monitored PM_{2.5} annual mean concentrations for the past five years.

Two of the zephyrs recorded exceedances of the new environmental target for PM_{2.5} in Oakthorpe and Donisthorpe.

Appendix A: Monitoring Results

Table A.1 – Details of Automatic Monitoring Sites

Site ID	Site Name	Site Type	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Pollutants Monitored	In AQMA? Which AQMA?	Monitoring Technique	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Inlet Height (m)
Z3	Bardon Road (Z902)	Roadside	443991	313322	NO ₂ , PM ₁₀ PM _{2.5}	NO	Zephyr Low cost analyser	2.6	3.3	3
Z4	Bardon Quarry (Z904)	Rural	445286	312418	NO ₂ , PM ₁₀ PM _{2.5}	NO	Zephyr Low cost analyser	N/A	N/A	3
Z5	Donisthorpe (Z1141)	Rural	431982	314134	NO ₂ , PM ₁₀ PM _{2.5}	NO	Zephyr Low cost analyser	N/A	N/A	3
Z6	Oakthorpe (Z1142)	Rural	432654	313155	NO ₂ , PM ₁₀ PM _{2.5}	NO	Zephyr Low cost analyser	N/A	N/A	3

Notes:

(1) 0m if the monitoring site is at a location of exposure (e.g. installed on the façade of a residential property).

(2) N/A if not applicable

Table A.2 – Details of Non-Automatic Monitoring Sites

Diffusion Tube ID	Site Name	Site Type	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Pollutants Monitored	In AQMA? Which AQMA?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube Co-located with a Continuous Analyser?	Tube Height (m)
06N	Broomleys junction (1)	Roadside	443632	314026	NO ₂		5.8	2.0	No	2.0
08N	End Cottage Copt Oak	Rural	448138	313012	NO ₂		0.0	N/A	No	2.0
12N	Aeropark	Other	444161	326355	NO ₂		N	N/A	No	2.0
14N	69 High St CD	Roadside	444216	326788	NO ₂		0.0	2.9	No	2.0
16N	crossroads CD	Roadside	444450	327233	NO ₂		7.5	1.0	No	2.0
17N	13 Bondgate CD	Roadside	444512	327335	NO ₂	Castle Donington	2.0	2.5	No	2.0
18N	34 Bondgate CD	Roadside	444580	327411	NO ₂	Castle Donington	0.0	1.3	No	2.0
19N	94 Bondgate CD	Roadside	444707	327603	NO ₂	Castle Donington	0.0	2.3	No	2.0
23N	120 Whatton road Kegworth	Roadside	448108	326305	NO ₂		0.8	1.4	No	2.0
31N	Sinope	Roadside	440167	315264	NO ₂		4.1	2.5	No	2.0
32N	M1 Bridge Copt Oak	Other	448082	313100	NO ₂		0.0	0.0	No	2.0
40N	35 High Street Castle Donington	Roadside	444323	326975	NO ₂		2.4	3.0	No	2.0
41N	18 High Street Castle Donington	Roadside	444474	327171	NO ₂		2.4	3.0	No	2.0
43N	Direction Sign Bardon Rd/A511 RBT	Roadside	443675	313642	NO ₂		4.7	2.5	No	2.0
47N	12 Derby Rd Kegworth	Roadside	448639	326805	NO ₂		1.8	1.2	No	2.0
48N	28 London Road Kegworth	Roadside	448792	326533	NO ₂		0.0	2.0	No	2.0
49N	10 Central Road Hugglescote	Roadside	442578	312871	NO ₂		9.6	3.2	No	2.0
50N	Hugglescote cross roads	Roadside	442562	312823	NO ₂		5.9	2.5	No	2.0
51N	40mph sign N of petrol station	Roadside	448361	326997	NO ₂		5.9	2.5	No	2.0

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Diffusion Tube ID	Site Name	Site Type	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Pollutants Monitored	In AQMA? Which AQMA?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube Co-located with a Continuous Analyser?	Tube Height (m)
53N	20mph sign outside 10 Greenhill Road	Roadside	448436	326931	NO ₂		0.8	1.5	No	2.0
54N	telegraph pole outside 21 Park Lane CD	Roadside	444331	327257	NO ₂		3.2	1.0	No	2.0
56N	lamppost adjacent 27 Broomleys Road	Roadside	443649	314040	NO ₂		4.7	3.0	No	2.0
57N	lamppost outside 21 Broomleys Road	Roadside	443630	314028	NO ₂		12.0	5.0	No	2.0
58N	cycle route sign outside 34 Broomleys Road	Roadside	443634	313996	NO ₂		8.8	2.0	No	2.0
59N	zebra crossing the green Whitwick	Roadside	442754	317177	NO ₂		0.0	1.0	No	2.0
60N	lamppost outside 53 North Street Whitwick	Roadside	443366	316277	NO ₂		1.0	1.0	No	2.0
61N	lamppost outside 53 Wood Street Ashby	Roadside	436194	316958	NO ₂		4.0	0.5	No	2.0
62N	lamppost 45 The Callis, Ashby (opposite Rowena Drive)	Roadside	435587	317204	NO ₂		0.0	2.4	No	2.0
63N	Whitwick Road Coalville	Roadside	442800	314466	NO ₂		6.4	30.0	No	2.0
64N	m1 corner farm Copt Oak	Roadside	448081	313098	NO ₂	Copt Oak	0.0	2.0	No	2.0
65N	lbstock - Yellow Parking Sign outside jr school	Roadside	440566	310316	NO ₂		5.0	2.2	No	2.0
66N	lbstock - 191 Melbourne Road	Roadside	440525	310507	NO ₂		2.5	0.5	No	2.0
67N	Chippy 76 Melbourne Road lbstock	Roadside	440537	310041	NO ₂		0.0	4.0	No	2.0
68N	lbstock - 125 Melbourne Road	Roadside	440598	310238	NO ₂		0.0	4.0	No	2.0

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Diffusion Tube ID	Site Name	Site Type	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Pollutants Monitored	In AQMA? Which AQMA?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube Co-located with a Continuous Analyser?	Tube Height (m)
69N	2 South Lane Bardon industrial	Other	446935	323744	NO ₂		4.0	1.0	No	2.0

Notes:

(1) 0m if the monitoring site is at a location of exposure (e.g. installed on the façade of a residential property).

(2) N/A if not applicable.

Table A.3 – Annual Mean NO₂ Monitoring Results: Automatic Monitoring (µg/m³)

Site ID	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Site Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2023 (%) ⁽²⁾	2019	2020	2021	2022	2023
Z3	443991	313322	Roadside	100%	100%				19.8	18.26
Z4	445286	312418	Rural	89%	89%				27.25	22.3
Z5	431982	314134	Rural	88%	88%				12.88	10.47
Z6	432654	313155	Rural	82%	82%				8.5	8.44

Annualisation has been conducted where data capture is <75% and >25% in line with LAQM..

Reported concentrations are those at the location of the monitoring site (annualised, as required), i.e. prior to any fall-off with distance correction

Where exceedances of the NO₂ annual mean objective occur at locations not representative of relevant exposure, the fall-off with distance concentration has been calculated and reported concentration provided in brackets for.

Notes:

The annual mean concentrations are presented as µg.m⁻³.

Exceedances of the NO₂ annual mean objective of 40µg.m⁻³ are shown in **bold**.

All means have been “annualised” as per LAQM.TG22 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

Concentrations are those at the location of monitoring and not those following any fall-off with distance adjustment.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for six months, the maximum data capture for the full calendar year is 50%).

Table A.4 – Annual Mean NO₂ Monitoring Results: Non-Automatic Monitoring (µg/m³)

Diffusion Tube ID	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Site Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2023 (%) ⁽²⁾	2019	2020	2021	2022	2023
06N	443632	314026	Roadside	100.0	100.0	32.5	25.3	21.4	14.1	23.4
08N	448138	313012	Rural	100.0	100.0	22.4	16.9	18.8	13.2	15.1
12N	444161	326355	Other	83.0	83.0	18.9	13.4	13.0	24.0	13.9
14N	444216	326788	Roadside	100.0	100.0	20.7	16.1	14.8	16.7	13.7
16N	444450	327233	Roadside	59.9	59.9	31.5	21.5	22.8	29.5	21.9
17N	444512	327335	Roadside	92.3	92.3	30.9	20.7	21.3	17.5	24.1
18N	444580	327411	Roadside	92.3	92.3	42.1	29.8	34.2	15.3	34.1
19N	444707	327603	Roadside	63.7	63.7	27.3	19.7	19.4	23.8	19.1
23N	448108	326305	Roadside	100.0	100.0	20.5	16.0	15.2	25.3	13.1
31N	440167	315264	Roadside	90.4	90.4	22.6	17.2	18.9	18.4	16.2
32N	448082	313100	Other	100.0	100.0	53.9	39.3	39.9	23.6	38.8
40N	444323	326975	Roadside	90.7	90.7	22.9	14.8	15.3	20.4	15.2
41N	444474	327171	Roadside	92.3	92.3	36.2	24.1	24.1	20.5	24.1
43N	443675	313642	Roadside	100.0	100.0	25.8	23.2	19.2	16.4	19.9
47N	448639	326805	Roadside	82.7	82.7	24.5	18.5	17.6	15.7	16.8
48N	448792	326533	Roadside	92.6	92.6	26.3	18.0	17.5	13.4	17.6
49N	442578	312871	Roadside	82.7	82.7	30.9	24.5	25.5	14.5	23.5
50N	442562	312823	Roadside	90.4	90.4	33.2	29.2	28.6	14.5	23.9
51N	448361	326997	Roadside	82.7	82.7	22.4	18.3	18.3	14.8	17.1
53N	448436	326931	Roadside	100.0	100.0	19.8	16.1	15.6	27.3	13.4
54N	444331	327257	Roadside	92.3	92.3	24.7	20.0	17.8	22.4	16.8
56N	443649	314040	Roadside	100.0	100.0	34.2	26.7	22.7	16.7	27.6
57N	443630	314028	Roadside	92.3	92.3	32.0	27.3	27.8	17.1	22.9
58N	443634	313996	Roadside	100.0	100.0	23.1	21.3	23.2	23.6	15.6
59N	442754	317177	Roadside	63.5	63.5		17.7	15.9	19.1	14.4
60N	443366	316277	Roadside	90.4	90.4		24.4	26.4	13.6	21.6
61N	436194	316958	Roadside	53.8	53.8		31.9	25.9	22.5	21.4
62N	435587	317204	Roadside	50.0	50.0		16.9	15.6	30.0	13.8

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Diffusion Tube ID	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Site Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2023 (%) ⁽²⁾	2019	2020	2021	2022	2023
63N	442800	314466	Roadside	82.7	82.7		18.9	18.5	16.7	16.7
64N	448081	313098	Roadside	75.0	75.0			21.1	15.5	27.3
65N	440566	310316	Roadside	65.4	65.4				41.0	12.8
66N	440525	310507	Roadside	82.1	82.1				11.4	14.9
67N	440537	310041	Roadside	100.0	100.0				11.9	16.3
68N	440598	310238	Roadside	82.7	82.7				14.2	12.6
69N	446935	323744	Other	100.0	100.0					12.0

Annualisation has been conducted where data capture is <75% and >25% in line with LAQM.TG22.

Diffusion tube data has been bias adjusted.

Reported concentrations are those at the location of the monitoring site (bias adjusted and annualised, as required), i.e. prior to any fall-off with distance correction.

Notes:

The annual mean concentrations are presented as $\mu\text{g.m}^{-3}$.

Exceedances of the NO₂ annual mean objective of $40\mu\text{g.m}^{-3}$ are shown in **bold**.

NO₂ annual means exceeding $60\mu\text{g.m}^{-3}$, indicating a potential exceedance of the NO₂ one-hour mean objective are shown in **bold and underlined**.

Means for diffusion tubes have been corrected for bias. All means have been “annualised” as per LAQM.TG22 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

Concentrations are those at the location of monitoring and not those following any fall-off with distance adjustment.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for six months, the maximum data capture for the full calendar year is 50%).

Figure A.1 – Trends in Annual Mean NO₂ Concentrations in Ashby

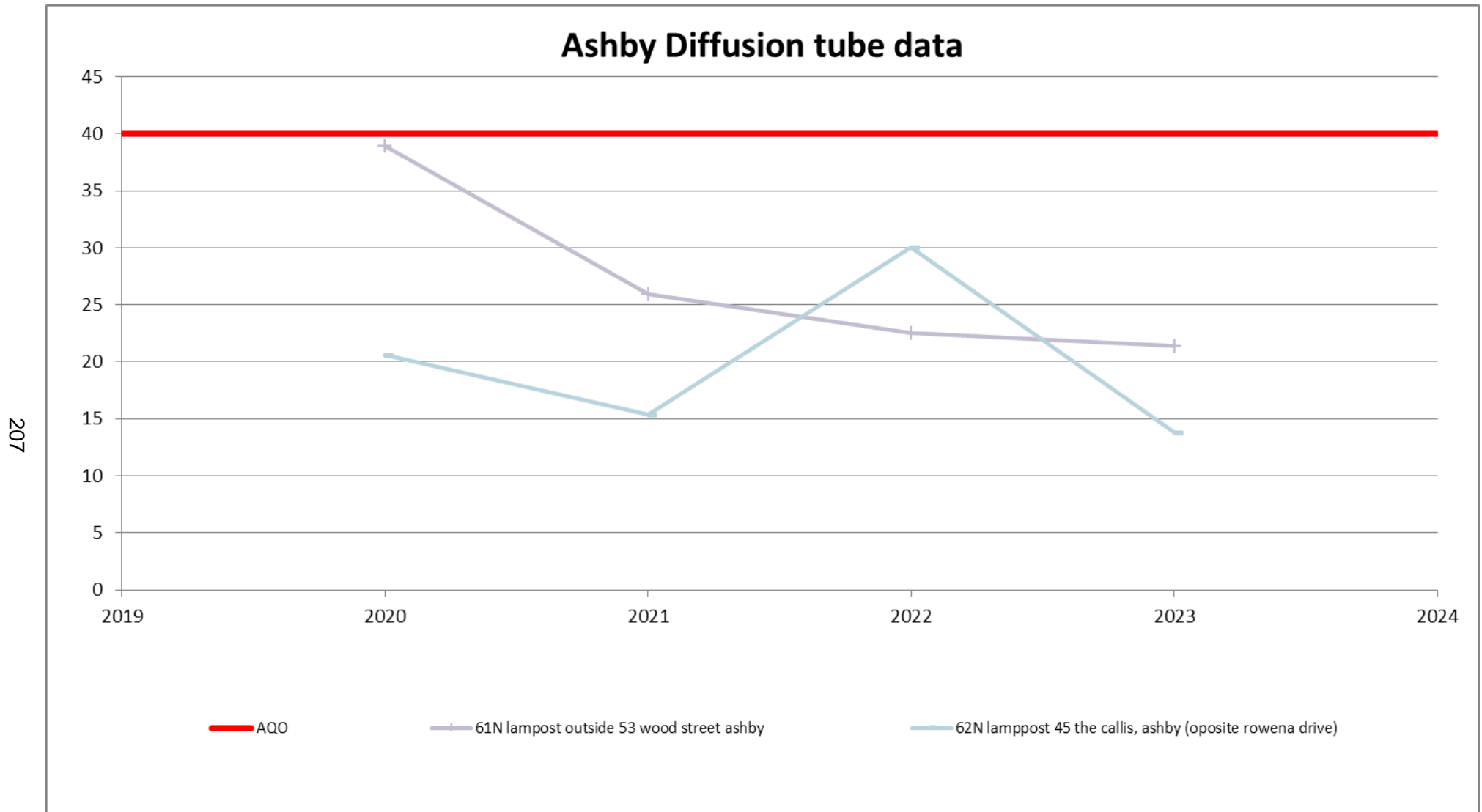


Figure A.2 – Trends in Annual Mean NO₂ Concentrations in Castle Donington

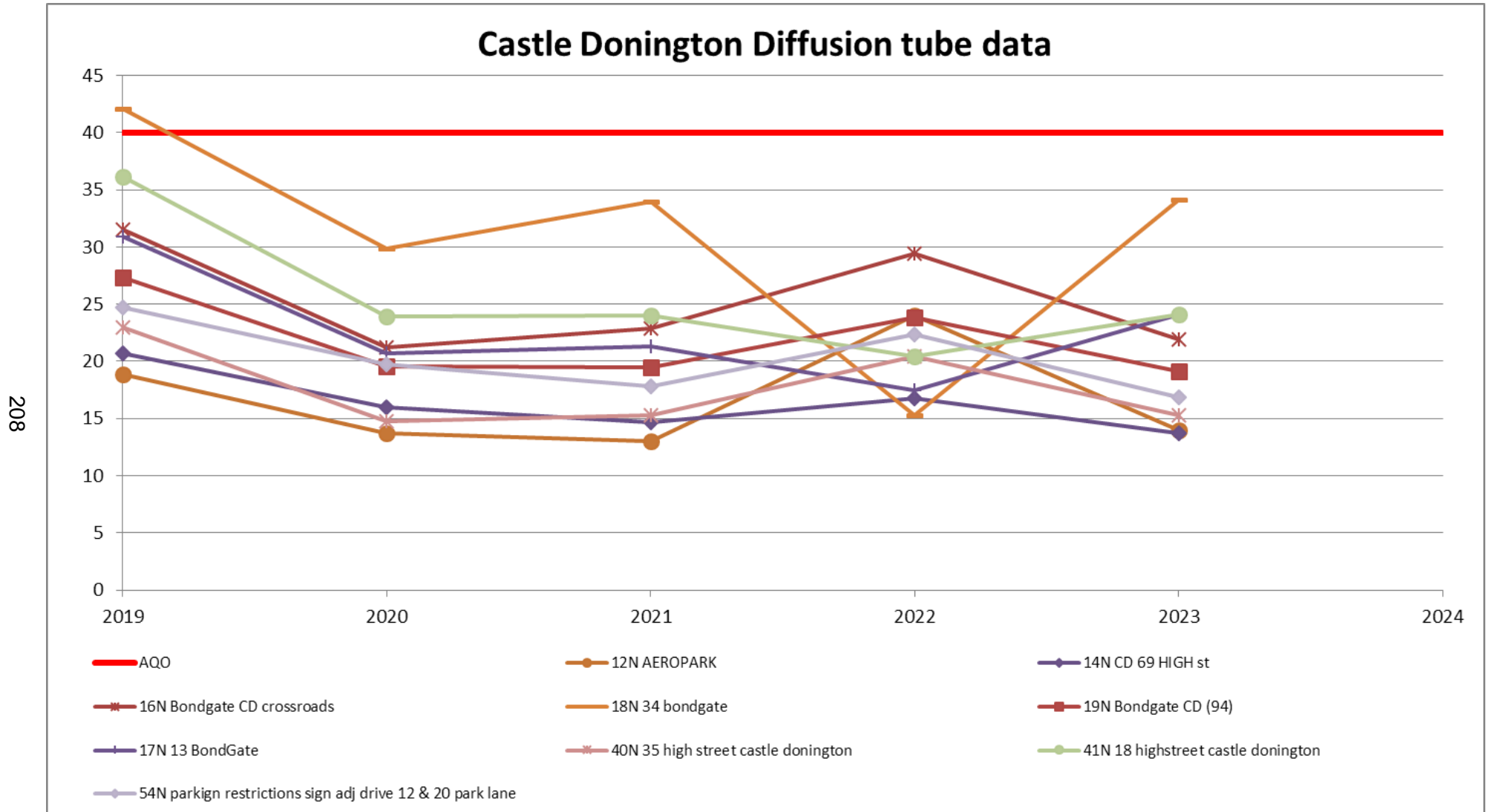


Figure A.3 – Trends in Annual Mean NO₂ Concentrations in Coalville

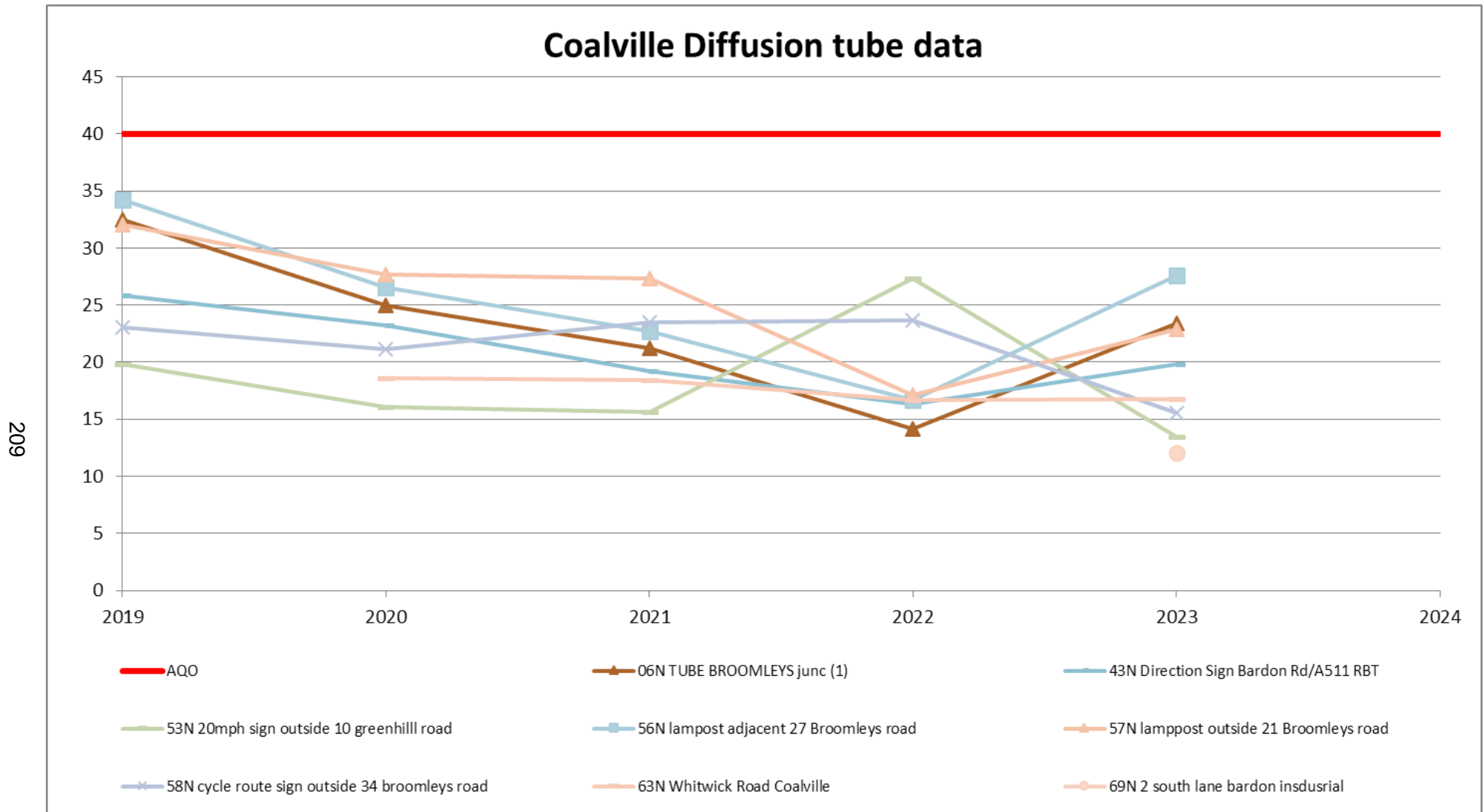


Figure A.4 – Trends in Annual Mean NO₂ Concentrations in Copt Oak

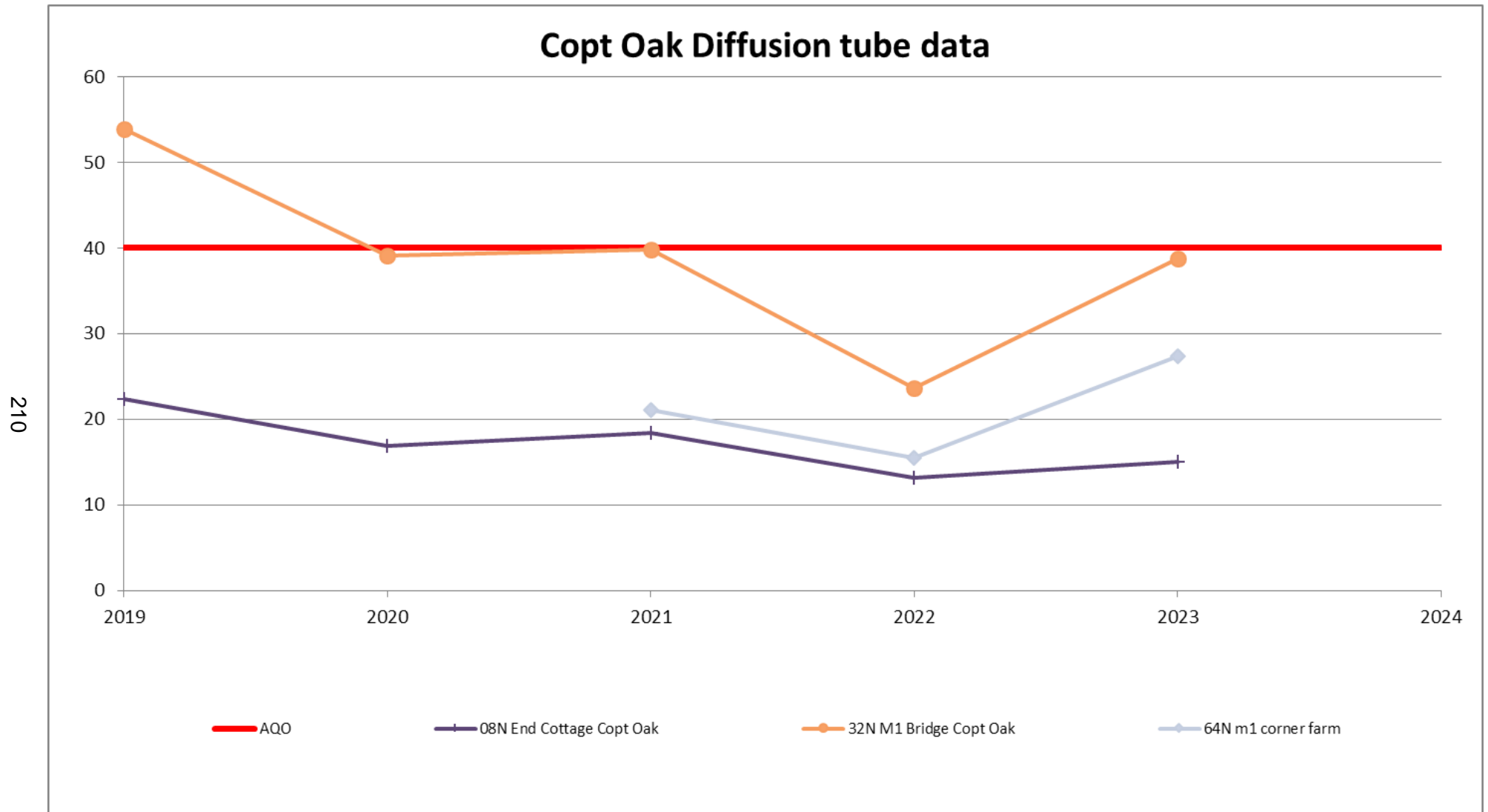


Figure A.5 – Trends in Annual Mean NO₂ Concentrations in Hugglescote

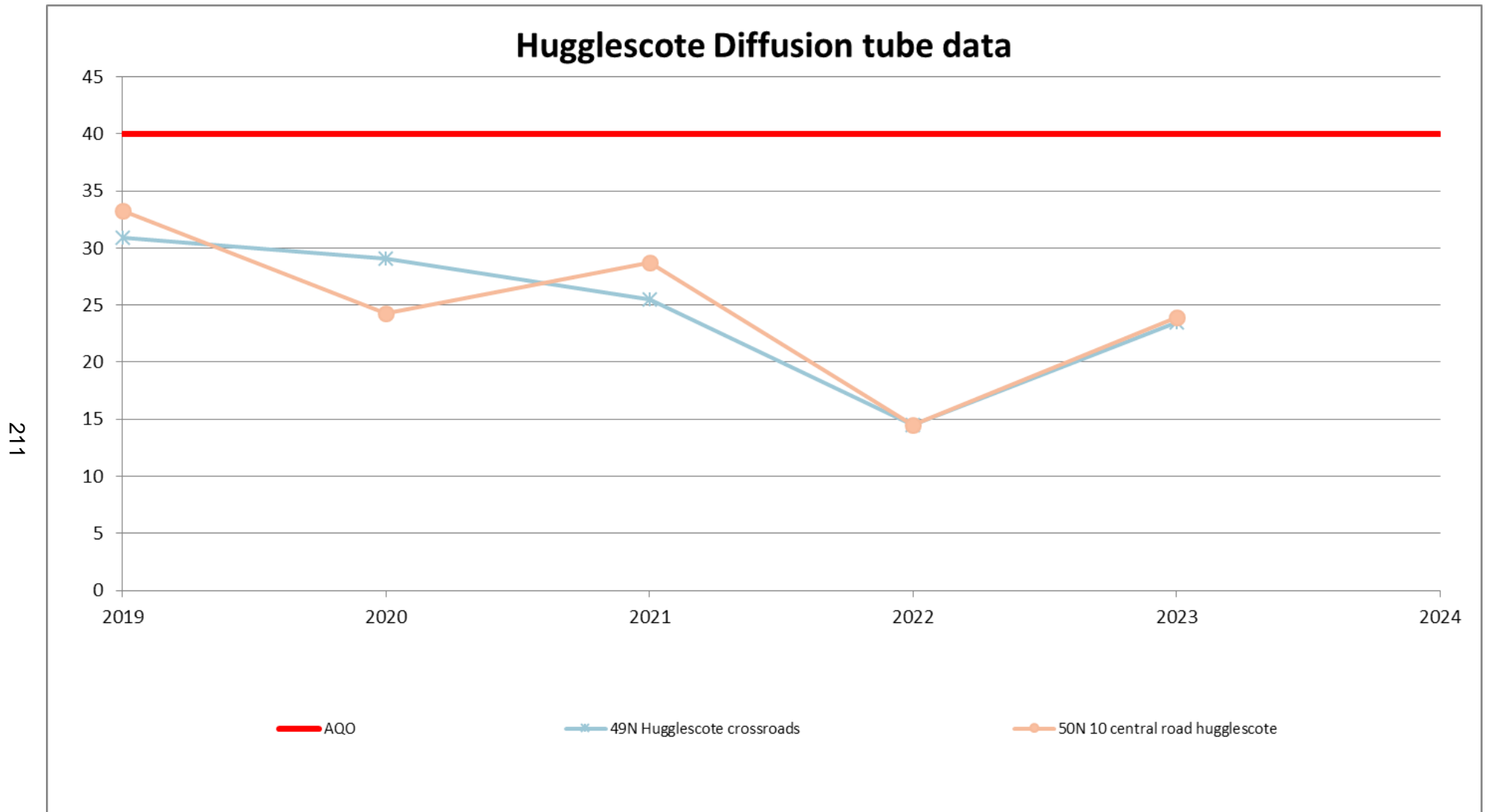


Figure A.6 – Trends in Annual Mean NO₂ Concentrations in Ibstock

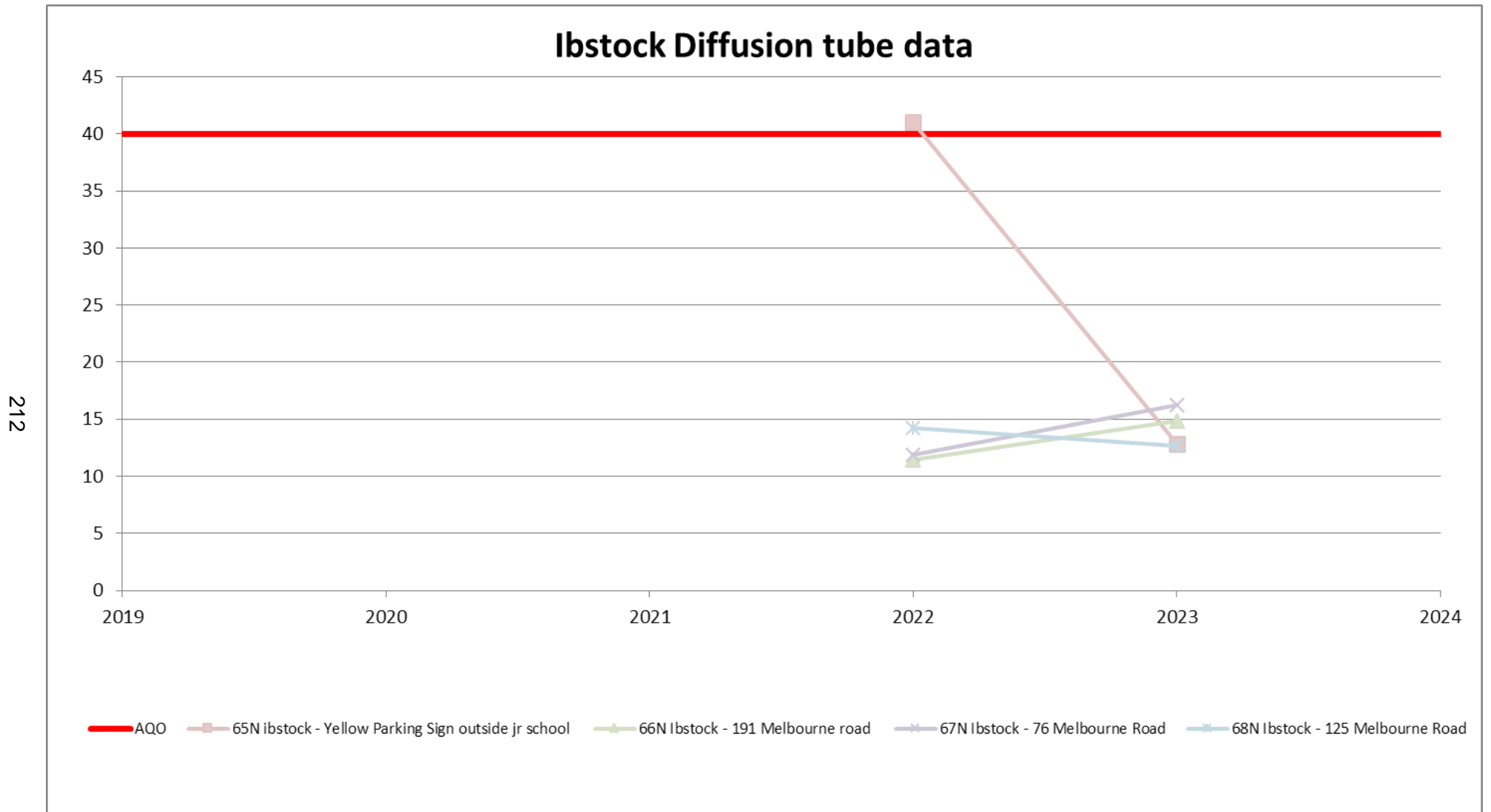


Figure A.7 – Trends in Annual Mean NO₂ Concentrations in Kegworth

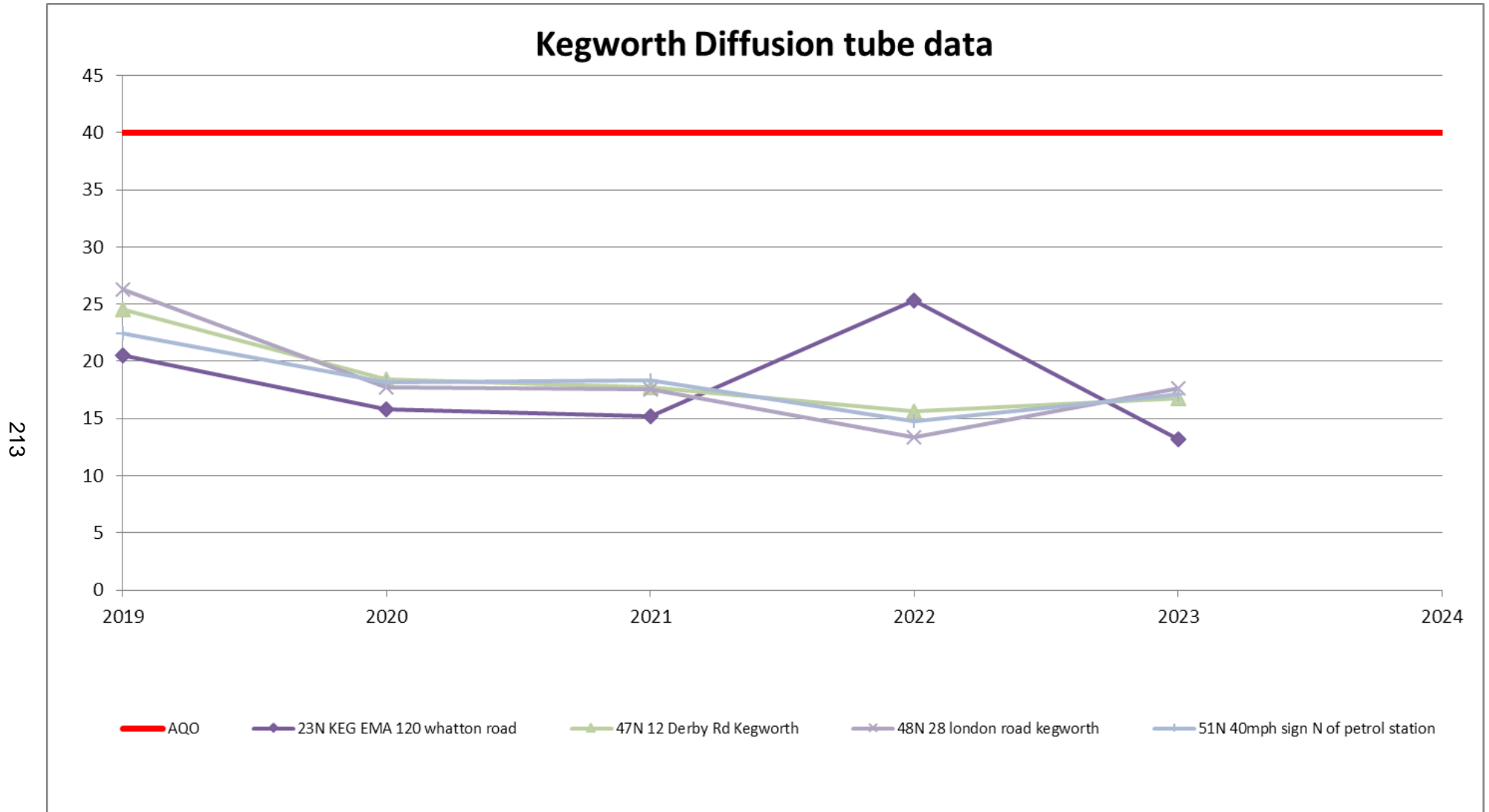
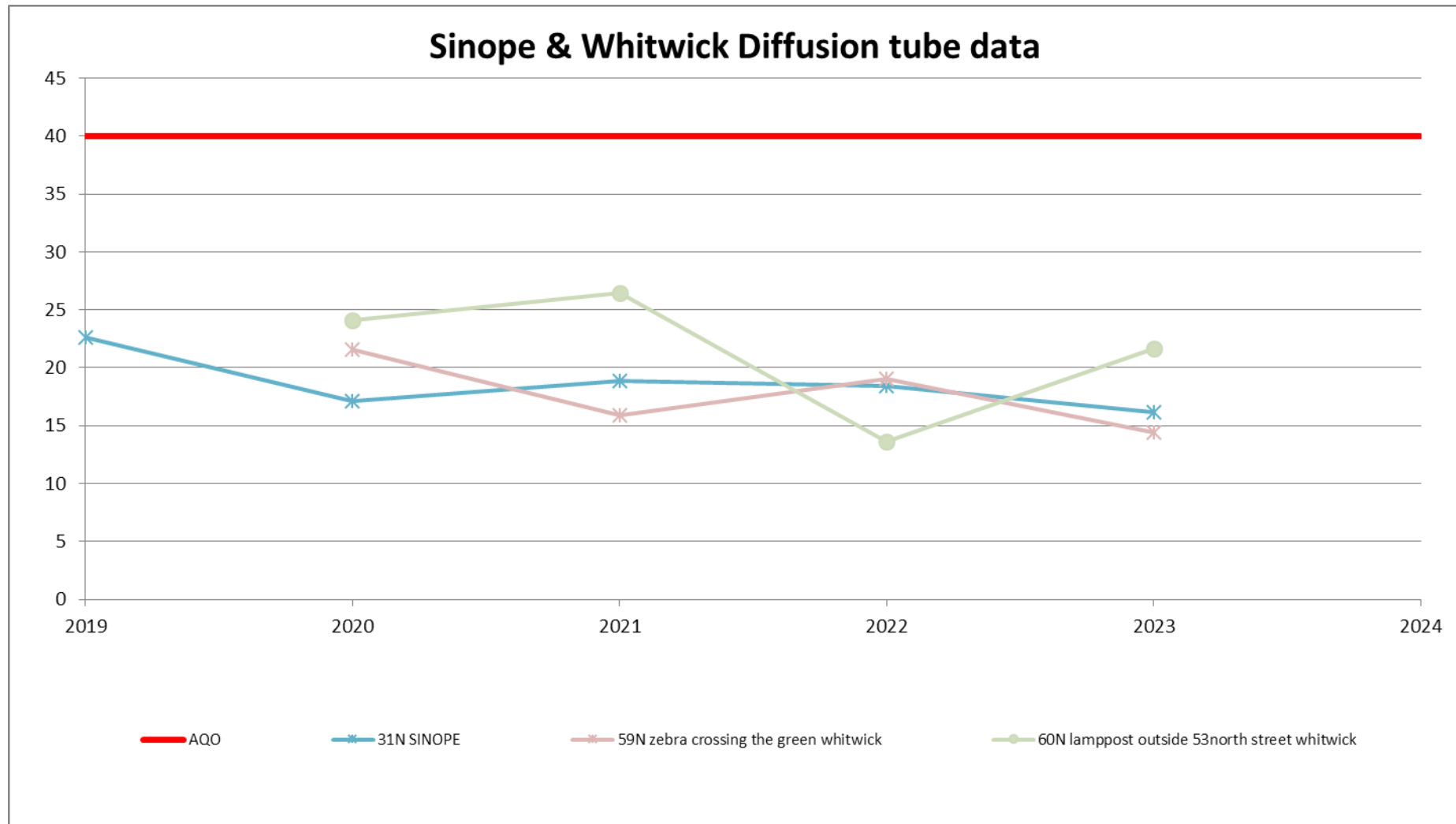


Figure A.8 – Trends in Annual Mean NO₂ Concentrations in Sinope and Whitwick



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Table A.5 – 1-Hour Mean NO₂ Monitoring Results, Number of 1-Hour Means > 200µg/m³

Site ID	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Site Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2023 (%) ⁽²⁾	2019	2020	2021	2022	2023
Z3	443991	313322	Roadside	100%	100%				0	0
Z4	445286	312418	Rural	89%	89%				219 (541)	120
Z5	431982	314134	Rural	88%	88%				0	0
Z6	432654	313155	Rural	82%	82%				0	0 (41.34)

Notes:

Results are presented as the number of one-hour periods where concentrations greater than 200µg.m⁻³ have been recorded.

Exceedances of the NO₂ one-hour mean objective (200µg.m⁻³ not to be exceeded more than 18 times/year) are shown in **bold**.

If the period of valid data is less than 85%, the 99.8th percentile of one-hour means is provided in brackets.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for six months, the maximum data capture for the full calendar year is 50%).

Table A.6 – Annual Mean PM₁₀ Monitoring Results (µg.m⁻³)

Site ID	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Site Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2023 (%) ⁽²⁾	2019	2020	2021	2022	2023
Z3	443991	313322	Roadside	100%	100%				12.72	11.38
Z4	445286	312418	Rural	89%	89%				9.65	10.84
Z5	431982	314134	Rural	88%	88%				11.9	15.16
Z6	432654	313155	Rural	82%	82%				13.1	11.46

Annualisation has been conducted where data capture is <75% and >25% in line with LAQM..

Notes:

The annual mean concentrations are presented as µg.m⁻³.

Exceedances of the PM₁₀ annual mean objective of 40µg.m⁻³ are shown in **bold**.

All means have been “annualised” as per LAQM.TG22 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for six months, the maximum data capture for the full calendar year is 50%).

Figure A.9 – Trends in Annual Mean PM₁₀ Concentrations

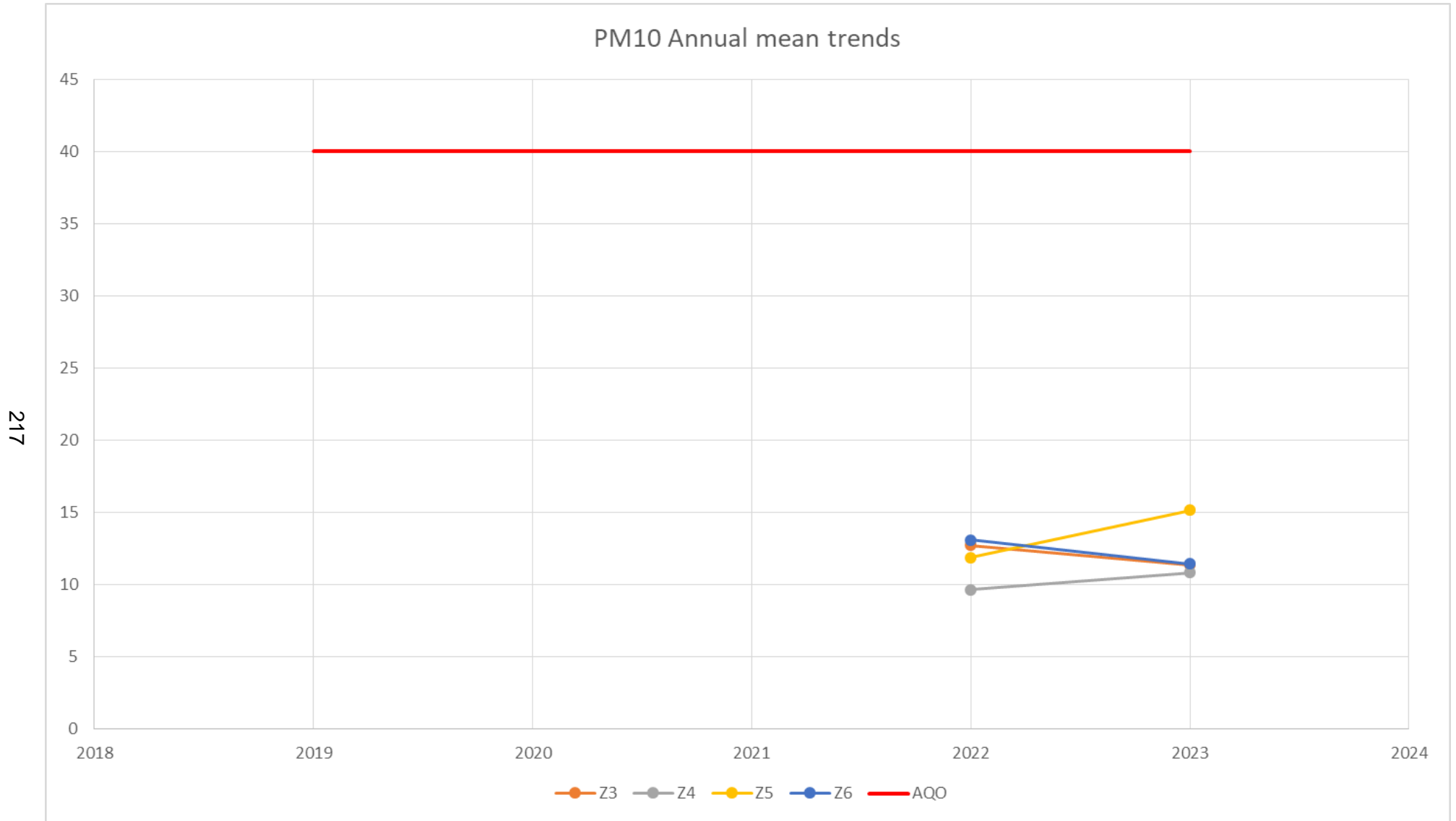


Table A.7 – 24-Hour Mean PM₁₀ Monitoring Results, Number of PM₁₀ 24-Hour Means > 50µg.m⁻³

Site ID	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Site Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2023 (%) ⁽²⁾	2019	2020	2021	2022	2023
Z3	443991	313322	Roadside	100.00%	100%				0(36)	0
Z4	445286	312418	Rural	89%	89%				0(35.9)	0
Z5	431982	314134	Rural	88%	88%				0	2
Z6	432654	313155	Rural	98%	98%				0	0

Notes:

Results are presented as the number of 24-hour periods where daily mean concentrations greater than 50µg.m⁻³ have been recorded.

Exceedances of the PM₁₀ 24-hour mean objective (50µg.m⁻³ not to be exceeded more than 35 times/year) are shown in **bold**.

If the period of valid data is less than 85%, the 90.4th percentile of 24-hour means is provided in brackets.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for six months, the maximum data capture for the full calendar year is 50%).

Table A.8 – Annual Mean PM_{2.5} Monitoring Results (µg.m⁻³)

Site ID	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Site Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2023 (%) ⁽²⁾	2019	2020	2021	2022	2023
Z3	443991	313322	Roadside	100.00%	100%				9.7	6.86
Z4	445286	312418	Rural	89%	89%				7.5	6.37
Z5	431982	314134	Rural	88%	88%				11.1	13.8
Z6	432654	313155	Rural	82%	82%				15.1	10.47

<CLICK HERE THEN PASTE COMPLETED DATA ROWS FROM ASR EXCEL TEMPLATE>

Annualisation has been conducted where data capture is <75% and >25% in line with LAQM.TG22.

Notes:

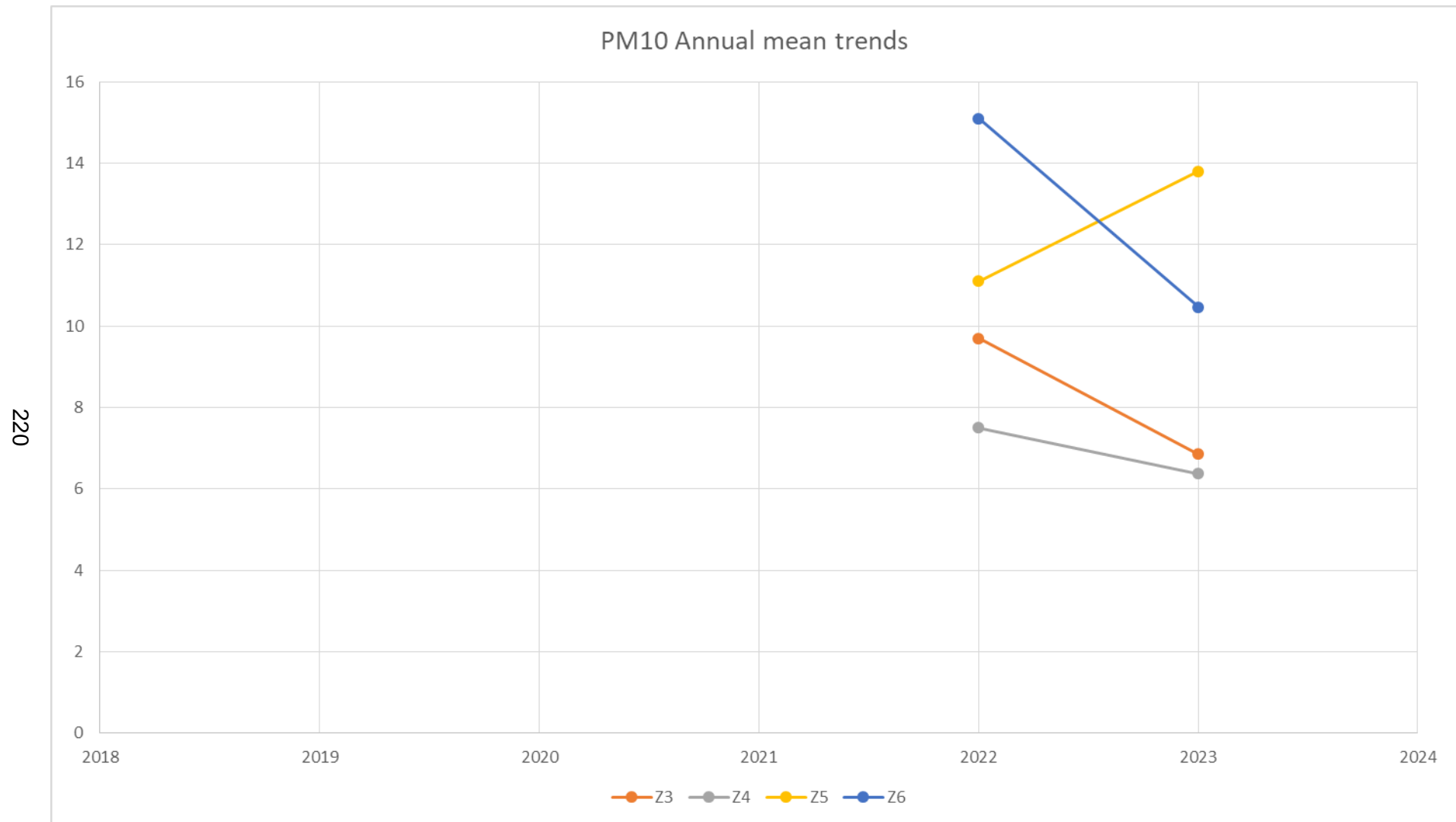
The annual mean concentrations are presented as µg.m⁻³.

All means have been “annualised” as per LAQM.TG22 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for six months, the maximum data capture for the full calendar year is 50%).

Figure A.10 – Trends in Annual Mean PM_{2.5} Concentrations



Appendix B: Full Monthly Diffusion Tube Results for 2023

Table B.1 – NO₂ 2023 Diffusion Tube Results (µg.m⁻³)

DT ID	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Mean: Raw Data	Annual Mean: Annualised and Bias Adjusted (0.77)	Annual Mean: Distance Corrected to Nearest Exposure	Comment
06N	443632	314026	14.7	39.3	34.8	34.1	25.3	26.0	25.5	30.6	34.7	33.8	39.4	27.0	30.4	23.4	-	
08N	448138	313012	26.5	17.0	20.1	24.5	17.0	14.3	13.1	19.5	20.9	20.1	24.5	17.4	19.6	15.1	-	
12N	444161	326355	19.4	20.2	27.8	13.1	10.7			14.3	18.3	21.5	20.6	15.2	18.1	13.9	-	
14N	444216	326788	21.8	26.1	19.5	18.3	16.6	15.0	10.6	12.4	17.8	17.7	24.6	13.7	17.8	13.7	-	
16N	444450	327233		37.9	28.8		26.1	26.6	23.1				35.5	20.2	28.3	21.9	-	
17N	444512	327335	34.2	33.8	26.3	27.6	21.7	24.4	34.7	22.7	33.9	37.5	47.1		31.3	24.1	-	
18N	444580	327411	46.3	48.0	40.4	41.1	38.5	35.3	31.4	39.1	49.0	45.1	73.0		44.3	34.1	-	
19N	444707	327603	26.8	19.1	24.5	22.5	16.3		34.7		26.8	31.2			25.2	19.1	-	
23N	448108	326305	25.2	26.3	16.0	12.5	11.4	10.6	11.4	15.0	16.9	20.3	22.1	17.2	17.1	13.1	-	
31N	440167	315264	29.3	28.5	20.1	19.1	15.3	15.4	15.2	18.2	21.3	22.4		26.4	21.0	16.2	-	
32N	448082	313100	56.6	59.4	53.2	55.9	50.1	48.9	47.7	53.0	65.4	28.3	37.6	48.7	50.4	38.8	-	
40N	444323	326975	19.5	25.6	16.1	17.4	13.4		13.6	17.0	22.4	28.4	28.0	16.4	19.8	15.2	-	
41N	444474	327171	33.1	38.3	28.1	32.3	28.0	27.3		28.7	34.1	33.0	36.4	25.0	31.3	24.1	-	
43N	443675	313642	22.6	32.9	24.7	32.3	22.5	30.6	16.6	20.5	28.0	27.9	29.6	21.2	25.8	19.9	-	
47N	448639	326805	25.2	33.0	20.9	22.4	15.0	13.4	23.6	16.5	20.1	27.6			21.8	16.8	-	
48N	448792	326533	31.7	30.4	20.2		19.4	16.3	18.6	21.3	23.6	25.7	23.4	21.4	22.9	17.6	-	
49N	442578	312871	43.9	31.0	32.1	33.0	26.5	25.5	20.4	23.2	36.3	32.7			30.5	23.5	-	
50N	442562	312823	31.6	33.4	34.8	27.3	28.4	28.8	26.0	33.3	33.0	36.2		28.8	31.1	23.9	-	
51N	448361	326997	33.5	20.1	20.5	19.7	15.7	12.7			21.6	25.8	33.3	19.0	22.2	17.1	-	
53N	448436	326931	13.6	20.6	19.0	20.0	17.5	16.6	12.8	15.5	17.9	19.3	23.3	12.9	17.4	13.4	-	

DT ID	X OS Grid Ref (Easting)	Y OS Grid Ref (Northing)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Mean: Raw Data	Annual Mean: Annualised and Bias Adjusted (0.77)	Annual Mean: Distance Corrected to Nearest Exposure	Comment
54N	444331	327257	26.8		19.2	25.0	18.3	18.0	17.1	19.8	22.3	25.4	28.5	20.0	21.9	16.8	-	
56N	443649	314040	39.4	44.6	32.1	31.8	38.6	35.4	26.1	32.5	40.9	36.1	43.7	28.3	35.8	27.6	-	
57N	443630	314028	36.5		37.9	40.2	25.5	17.2	18.5	27.1	34.5	26.8	31.3	31.3	29.7	22.9	-	
58N	443634	313996	25.0	28.7	21.6	25.7	22.1	21.1	12.4	17.6	21.4	20.2	11.4	15.4	20.2	15.6	-	
59N	442754	317177	17.3	25.7	21.0	20.2			12.4		21.9	22.4		16.3	19.7	14.4	-	
60N	443366	316277	31.7	34.5	30.3	30.2	30.9	28.6	17.6	24.5	32.0	29.0		19.8	28.1	21.6	-	
61N	436194	316958	35.8	37.7		25.2	24.9				31.8	27.8		24.0	29.6	21.4	-	
62N	435587	317204		17.2	17.0	19.2	14.4	12.7			19.8				16.7	13.8	-	
63N	442800	314466	28.7	28.7	23.3	22.8	17.2	17.1	15.5	15.1	25.9	23.1			21.7	16.7	-	
64N	448081	313098	35.6	44.3	32.3	30.9	27.3	18.2			27.4	51.9	51.5		35.5	27.3	-	
65N	440566	310316	13.9	18.6	16.7	19.3	15.0	14.2	12.9					15.7	15.8	12.8	-	
66N	440525	310507	22.7	22.4		18.0		12.9	16.6	16.9	22.2	21.9	23.9	15.4	19.3	14.9	-	
67N	440537	310041	28.4	25.0	19.3	20.2	18.7	19.0	13.0	14.1	24.5	25.2	31.2	15.1	21.1	16.3	-	
68N	440598	310238	10.5	23.2			18.1	16.3	10.0	12.8	18.0	19.4	23.1	12.5	16.4	12.6	-	
69N	446935	323744	23.6	19.0	10.7	14.3	14.7	12.7	12.3	12.4	14.9	16.5	26.0	10.6	15.6	12.0	-	

All erroneous data has been removed from the NO₂ diffusion tube dataset presented in Table B.1.

Annualisation has been conducted where data capture is <75% and >25% in line with LAQM.TG22.

Local bias adjustment factor used .

National bias adjustment factor used.

Where applicable, data has been distance corrected for relevant exposure in the final column.

North West Leicestershire District Council confirm that all 2023 diffusion tube data has been uploaded to the Diffusion Tube Data Entry System.

Notes:

Exceedances of the NO₂ annual mean objective of 40µg.m⁻³ are shown in **bold**.

NO₂ annual means exceeding 60µg.m⁻³, indicating a potential exceedance of the NO₂ one-hour mean objective are shown in **bold and underlined**.

See Appendix C for details on bias adjustment and annualisation.

Appendix C: Supporting Technical Information / Air Quality Monitoring Data QA/QC

New or Changed Sources Identified Within North West Leicestershire District Council During 2023

North West Leicestershire District Council has not identified any new sources relating to air quality within the reporting year of 2023.

Additional Air Quality Works Undertaken by North West Leicestershire District Council During 2023

North West Leicestershire District Council undertook a DEFRA funded project regarding the impacts of solid fuel burning on PM_{2.5}. The full report is attached as:

- appendix C1 Domestic Solid-fuel burning

The Council commissioned Air Pollution Service Ltd to undertake a detailed assessment of Melbourne Road in Ibstock to determine the likely extent of an air quality management area. The report is attached as:

- appendix C2 Detailed Assessment of Melbourne Road Ibstock

QA/QC of Diffusion Tube Monitoring

The supplier used for diffusion tubes within 2023 was Socotec (Didcote) and the method of preparation was 50% TEA in acetone.

Socotecs QA/QC data is attached as:

- appendix C3 NO₂ Diffusion Tube Information 2023

Monitoring has been completed in adherence with the 2023 Diffusion Tube Monitoring Calendar

The Full Diffusion tube Data processing tool v4.0 is attached at appendix C4,

Diffusion Tube Annualisation

Annualisation has been carried out inline with the technical guidance and using the diffusion tube data processing tool.

Table C.1 – Annualisation Summary (concentrations presented in $\mu\text{g}/\text{m}^3$)

Site ID	Annualisation Factor Leamington Spa	Annualisation Factor Leicester University	Annualisation Factor Northampton Spring Park	Annualisation Factor Nottingham Center	Average Annualisation Factor	Raw Data Annual Mean	Annualised Annual Mean
16N	1.0143	0.9867	1.0343	0.9854	1.0052	28.3	28.5
19N	0.9752	0.9699	0.9847	0.9982	0.9820	25.2	24.8
59N	0.9342	0.9680	0.9393	0.9770	0.9546	19.7	18.8
61N	0.9172	0.9505	0.9240	0.9644	0.9390	29.6	27.8
62N	1.0926	1.0313	1.1367	1.0290	1.0724	16.7	17.9
65N	1.0311	1.0350	1.0810	1.0703	1.0543	15.8	16.6

Diffusion Tube Bias Adjustment Factors

The diffusion tube data presented within the 2023 ASR have been corrected for bias using an adjustment factor. Bias represents the overall tendency of the diffusion tubes to under or over-read relative to the reference chemiluminescence analyser. LAQM.TG22 provides guidance with regard to the application of a bias adjustment factor to correct diffusion tube monitoring. Triplicate co-location studies can be used to determine a local bias factor based on the comparison of diffusion tube results with data taken from NO_x/NO_2 continuous analysers. Alternatively, the national database of diffusion tube co-location surveys provides bias factors for the relevant laboratory and preparation method.

North West Leicestershire District Council has applied a national bias adjustment factor of 0.77 to the 2023 monitoring data. A summary of bias adjustment factors used by North West Leicestershire District Council over the past five years is presented in Table C.2.

Table C.2 – Bias Adjustment Factor

Monitoring Year	Local or National	If National, Version of National Spreadsheet	Adjustment Factor
2023	National	03/2024	0.77
2022	National	03/2023	0.76
2021	National	03/22	0.78
2020	National	03/21	0.82
2019	National	03/20	0.87

Table C.3 – Bias Adjustment Factor spreadsheet

National Diffusion Tube Bias Adjustment Factor Spreadsheet						Spreadsheet Version Number: 03/24				
Follow the steps below in the correct order to show the results of relevant co-location studies						This spreadsheet will be updated at the end of June 2024				
Data only apply to tubes exposed monthly and are not suitable for correcting individual short-term monitoring periods						LAQM Helpdesk Website				
Whenever presenting adjusted data, you should state the adjustment factor used and the version of the spreadsheet						Spreadsheet maintained by the National Physical Laboratory. Original compiled by Air Quality Consultants Ltd.				
This spreadsheet will be updated every few months; the factors may therefore be subject to change. This should not discourage their immediate use.						The LAQM Helpdesk is operated on behalf of Defra and the Devolved Administrations by Bureau Veritas, in conjunction with contract partners AECOM and the National Physical Laboratory.				
Step 1:	Step 2:	Step 3:	Step 4:							
Select the Laboratory that Analyses Your Tubes from the Drop-Down List	Select a Preparation Method from the Drop-Down List	Select a Year from the Drop-Down List	Where there is only one study for a chosen combination, you should use the adjustment factor shown with caution. Where there is more than one study, use the overall factor* shown in blue at the foot of the final column.							
If a laboratory is not shown, we have no data for this laboratory.	If a preparation method is not shown, we have no data for this method at this laboratory.	If a year is not shown, we have no data	If you have your own co-location study then see footnote*. If uncertain what to do then contact the Local Air Quality Management Helpdesk at LAQMHelpdesk@bureauveritas.com or 0800 0327953							
Analysed By†	Method To use year selection, check (M) from the pop-up list	Year To use year selection, check (M)	Site Type	Local Authority	Length of Study (months)	Diffusion Tube Mean Conc. (Dm) (µg/m³)	Automatic Monitor Mean Conc. (Cm) (µg/m³)	Bias (B)	Tube Precision ‡	Bias Adjustment Factor (A) (Cm/Dm)
SOCOTEC Didcot	50% TEA in acetone	2023	UB	City Of York Council	11	15	12	27.3%	G	0.78
SOCOTEC Didcot	50% TEA in acetone	2023	R	City Of York Council	11	22	17	26.8%	G	0.79
SOCOTEC Didcot	50% TEA in acetone	2023	R	City Of York Council	9	22	17	33.7%	G	0.75
SOCOTEC Didcot	50% TEA in acetone	2023	R	City Of York Council	10	31	25	26.1%	G	0.79
SOCOTEC Didcot	50% TEA in acetone	2023	UB	Gravesham Borough Council	12	19	15	25.6%	G	0.80
SOCOTEC Didcot	50% TEA in acetone	2023	UB	Gravesham Borough Council	12	23	19	18.4%	G	0.84
SOCOTEC Didcot	50% TEA in acetone	2023	R	Ipswich Borough Council	9	26	20	33.0%	G	0.75
SOCOTEC Didcot	50% TEA in acetone	2023	R	Ipswich Borough Council	12	36	27	34.3%	G	0.74
SOCOTEC Didcot	50% TEA in acetone	2023	R	North East Lincolnshire Council	12	43	26	61.9%	G	0.62
SOCOTEC Didcot	50% TEA in acetone	2023	UB	North East Lincolnshire Council	10	13	10	23.1%	G	0.77
SOCOTEC Didcot	50% TEA in acetone	2023	R	North East Lincolnshire Council	11	24	21	18.0%	G	0.85
SOCOTEC Didcot	50% TEA in acetone	2023	R	Cardiff Council / Shared Regulatory Services	11	41	34	22.2%	G	0.82
SOCOTEC Didcot	50% TEA in acetone	2023	UB	Torfaen County Borough Council	11	12	9	43.3%	G	0.70
SOCOTEC Didcot	50% TEA in Acetone	2023	R	East Suffolk Council	12	29	21	38.9%	G	0.72
SOCOTEC Didcot	50% TEA in Acetone	2023	R	Wrexham County Borough Council	11	17	14	25.2%	G	0.80
SOCOTEC Didcot	50% TEA in Acetone	2023	R	Horsham District Council	12	21	17	23.5%	G	0.81
SOCOTEC Didcot	50% TEA in Acetone	2023	R	Horsham District Council	10	25	17	43.5%	G	0.70
SOCOTEC Didcot	50% TEA in Acetone	2023	R	Horsham District Council	10	23	24	-5.4%	G	1.06
SOCOTEC Didcot	50% TEA in Acetone	2023	UI	North Lincolnshire Council	10	14	11	26.2%	G	0.79
SOCOTEC Didcot	50% TEA in acetone	2023	R	Bridgend Council	11	32	27	20.8%	G	0.83
SOCOTEC Didcot	50% TEA in acetone	2023	R	Cambridge City Council	12	22	18	24.8%	G	0.80
SOCOTEC Didcot	50% TEA in acetone	2023	R	Leeds City Council	10	39	29	32.3%	G	0.76
SOCOTEC Didcot	50% TEA in acetone	2023	KS	Leeds City Council	10	30	20	48.9%	G	0.67
SOCOTEC Didcot	50% TEA in acetone	2023	R	Leeds City Council	12	25	19	30.0%	G	0.77
SOCOTEC Didcot	50% TEA in acetone	2023	UC	Leeds City Council	11	26	19	40.0%	G	0.71
SOCOTEC Didcot	50% TEA in acetone	2023	KS	Marlebone Road intercomparison	11	53	38	41.4%	G	0.71
SOCOTEC Didcot	50% TEA in acetone	2023	R	Vale Of White Horse District Council	10	22	18	21.2%	G	0.83
SOCOTEC Didcot	50% TEA in acetone	2023	UB	Wirral Council	11	15	13	16.7%	G	0.86
SOCOTEC Didcot	50% TEA in acetone	2023		Overall Factor* (28 studies)				Use		0.77

NO₂ Fall-off with Distance from the Road

Wherever possible, monitoring locations are representative of exposure. However, where this is not possible, the NO₂ concentration at the nearest location relevant for exposure has been estimated using the Diffusion Tube Data Processing Tool/NO₂ fall-off with distance calculator available on the LAQM Support website. Where appropriate, non-automatic annual mean NO₂ concentrations corrected for distance are presented in Table B.1.

No diffusion tube NO₂ monitoring locations within North West Leicestershire District Council required distance correction during 2023.

QA/QC of Automatic Monitoring

The zephyr analyser data is subject to QA/QC procedures conducted by Earthsense the manufacturer of the Zephyr

All zephyr data is attached as:

- appendix C5 zephyr monitoring data

Appendix D: Map(s) of Monitoring Locations and AQMAs

Figure D.1 – Map of Non-Automatic Monitoring Sites north of the District

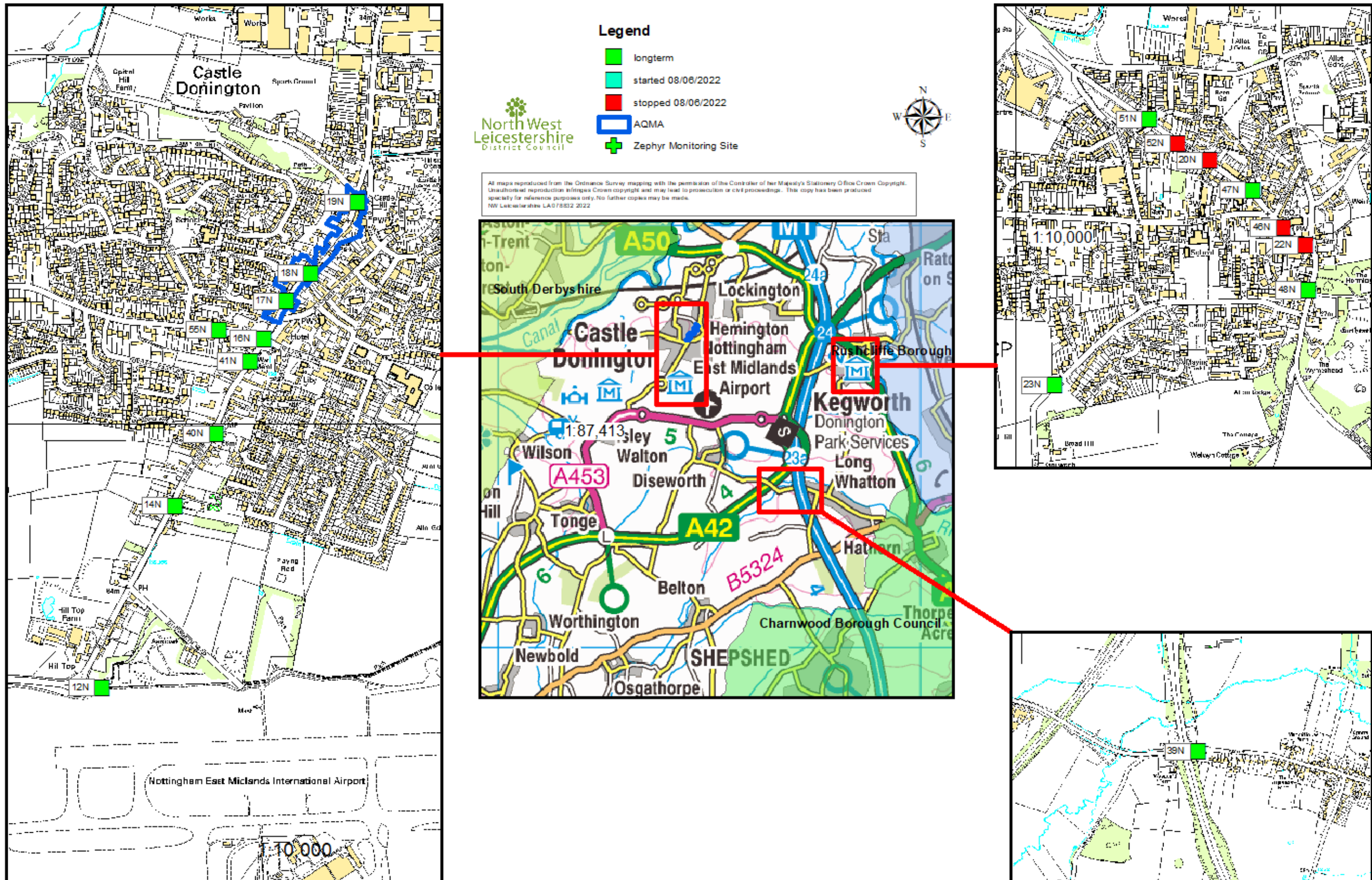
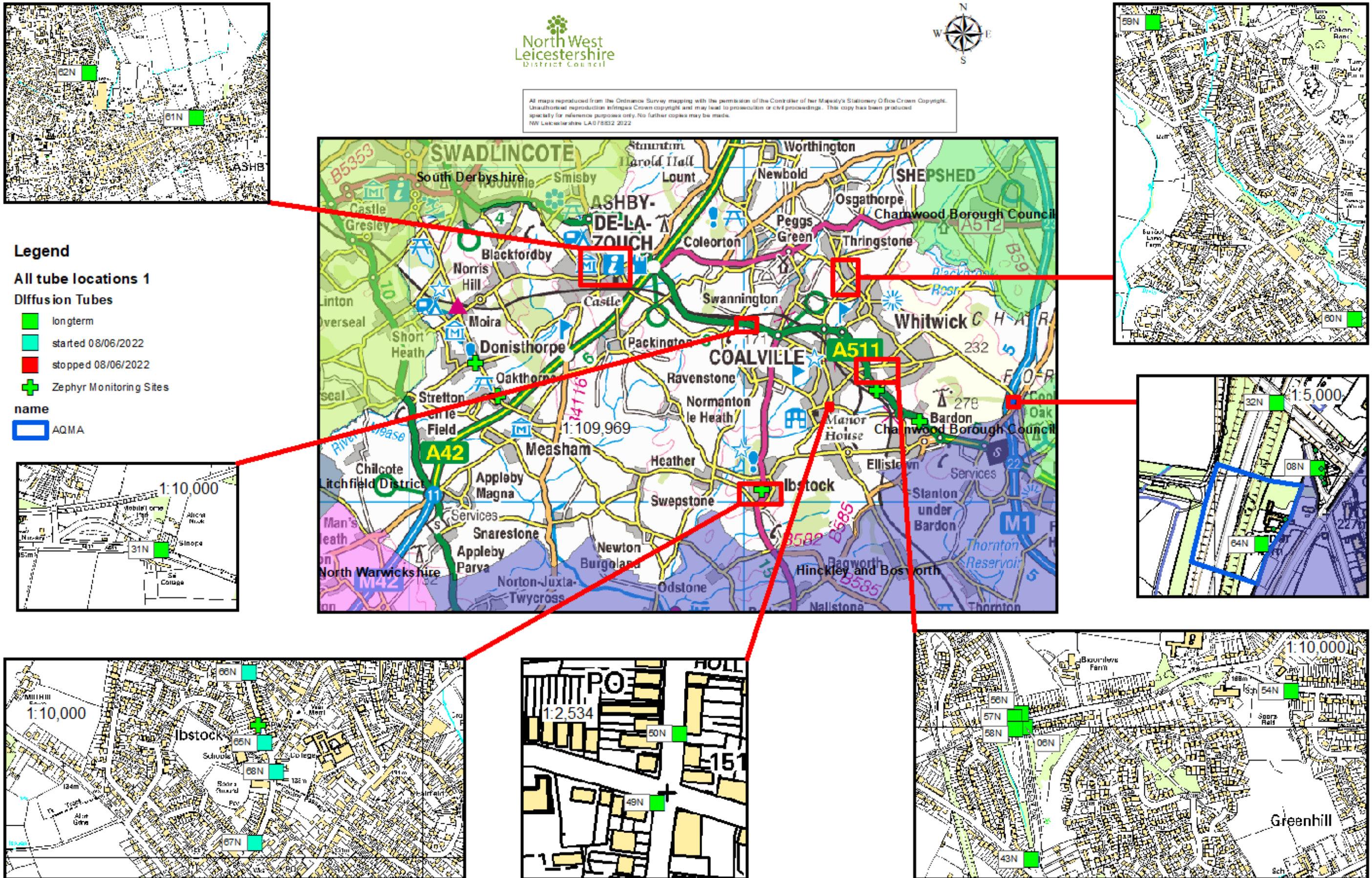


Figure D.2 – Map of Non-Automatic Monitoring Sites south of the District



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Appendix E: Summary of Air Quality Objectives in England

Table E.1 – Air Quality Objectives in England⁷

Pollutant	Air Quality Objective: Concentration	Air Quality Objective: Measured as
Nitrogen Dioxide (NO ₂)	200µg/m ³ not to be exceeded more than 18 times a year	1-hour mean
Nitrogen Dioxide (NO ₂)	40µg/m ³	Annual mean
Particulate Matter (PM ₁₀)	50µg/m ³ , not to be exceeded more than 35 times a year	24-hour mean
Particulate Matter (PM ₁₀)	40µg/m ³	Annual mean
Sulphur Dioxide (SO ₂)	350µg/m ³ , not to be exceeded more than 24 times a year	1-hour mean
Sulphur Dioxide (SO ₂)	125µg/m ³ , not to be exceeded more than three times a year	24-hour mean
Sulphur Dioxide (SO ₂)	266µg/m ³ , not to be exceeded more than 35 times a year	15-minute mean

⁷ The units are in microgrammes of pollutant per cubic metre of air (µg/m³).

Glossary of Terms

Abbreviation	Description
AQAP	Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the local authority intends to achieve air quality limit values'
AQMA	Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives
ASR	Annual Status Report
Defra	Department for Environment, Food and Rural Affairs
DMRB	Design Manual for Roads and Bridges – Air quality screening tool produced by National Highways
EU	European Union
FDMS	Filter Dynamics Measurement System
LAQM	Local Air Quality Management
NO ₂	Nitrogen Dioxide
NO _x	Nitrogen Oxides
PM ₁₀	Airborne particulate matter with an aerodynamic diameter of 10µm or less
PM _{2.5}	Airborne particulate matter with an aerodynamic diameter of 2.5µm or less
QA/QC	Quality Assurance and Quality Control
SO ₂	Sulphur Dioxide

References

- Local Air Quality Management Technical Guidance LAQM.TG22. August 2022. Published by Defra in partnership with the Scottish Government, Welsh Assembly Government and Department of the Environment Northern Ireland.
- Local Air Quality Management Policy Guidance LAQM.PG22. August 2022. Published by Defra in partnership with the Scottish Government, Welsh Assembly Government and Department of the Environment Northern Ireland.
- Chemical hazards and poisons report: Issue 28. June 2022. Published by UK Health Security Agency
- Air Quality Strategy – Framework for Local Authority Delivery. August 2023. Published by Defra.

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A major source Air Quality Grant 2021/22 - Final Report

Grant Determination Number 31/5979 and 31/5980

Unique Project reference: ecm_64111

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1. Introduction

This report is the final report of Air Quality Grant funded project number ecm_64111 undertaken by North West Leicestershire District Council and Harborough Borough Council from April 2022 to the end of December 2023.

The Final report is required within 6 months of the project reaching completion. There is no set template for this report, but guidance from Defra suggests that as a minimum it should set out:

- The project summary and aims.
- Work undertaken and an assessment of how work may have differed from the initial proposal.
- Whether this was a Sole or Joint Proposal and a review of the benefits and challenges of the chosen delivery model.
- An assessment on whether the project was effective and achieved its objectives and milestones.
- An assessment of how the outcomes of the project will be delivered or maintained longer term.
- Details of stakeholder engagement.
- Sharing of best practice or lessons learned.
- A financial breakdown of how the funding was used and a financial reconciliation of the funding awarded

This report is therefore structured around the bullet points above and covers elements of feedback from both authorities, including details of implementation in relation to the original application, and whether the project delivered the original objectives.

Project and Contact details	
Lead Local Authority Name	North West Leicestershire District Council
Project Partners	Harborough District Council
Our Ref: ecm	64111
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2. Project Summary and Aims

The project was led by North West Leicestershire District Council, in collaboration with Harborough Borough Council. The main objective of the project was to increase the level of knowledge of the effects of solid fuel burning on PM_{2.5} (particularly related to health), and ultimately reduce PM_{2.5} emissions by changing attitudes to solid fuel burning, resulting in behaviour change. There is increasing local public concern around PM_{2.5} across North West Leicestershire and Harborough, and in air quality in general. It was recognised that for PM_{2.5} in particular, currently there is little information in relation to current concentrations, how concentrations vary across the districts and how the magnitude of contributions from different sources relate to the overall emissions. The project used a combination of monitoring, and a public awareness programme to try to increase awareness around solid fuel burning, and increase the evidence base as to the contribution of solid fuel burning in three locations, where it was thought that the incidence of solid fuel burning was likely to be high.

The project commenced with some communication around solid fuel burning (general social media posts etc), and further communication was undertaken when the air quality monitoring was commissioned. A questionnaire survey was undertaken prior to the main winter solid fuel burning season, to gauge attitudes to, and levels of, solid fuel burning. The survey focused on the villages where monitoring was being undertaken, but the survey links were more widely advertised (for example on social media and in local press articles) inviting responses more generally across the districts. Further communications aimed at behaviour change (burning less and cleaner) were undertaken throughout the winter season. Monitoring continued for a year, in 3 locations identified as having the potential to have high levels of burning, following which a further questionnaire survey was undertaken to assess changes in attitudes or behaviour.

Analysis of monitoring data was undertaken at the end of the 12-month period, and the outcomes of the analysis are appended to this report. Detailed statistical analysis of the monitoring results, using 'openair' software did not identify any clear influences from solid fuel burning in the vicinity of the any of the monitors. The plots produced seem to show periods of higher concentrations, at times, during colder temperatures, during the evening and over the weekend, which could be interpreted as times when residents are more likely to be burning solid fuel; however, variations in PM_{2.5} can occur for multiple reasons, due to source, meteorology, chemistry or measurement method. In the absence of a clear signal from the monitoring data and its subsequent analysis, it was concluded that the data are not clear enough to draw a conclusion as to what is driving these elevated concentrations. Evidence from the questionnaires showed that there was already a very high awareness that solid fuel burning can have a detrimental effect on health. Of the respondents who burnt inside, most respondents burnt wood, or manufactured fuels/ smokeless coal, which reflects the national picture. The appliances used by respondents inside were mostly wood burners or enclosed fireplaces, followed by open fires. The main purpose of burning was for heat, but some respondents also used their appliance for cooking, aesthetics and hot water. Most use of appliances was during the evenings, with weekends slightly more popular than during the week. There appeared to be a high awareness of the need to season wood, with the majority of respondents saying they bought seasoned wood, or seasoned it at home, with no respondents saying that they bought unseasoned wood.

It is anticipated that the public awareness work will be built on in the future (if funding and resources allow) and expanded to a more ambitious, and potentially regional awareness campaign in line with public health priorities. One way this could be done is through supporting Clean Air Night (which focusses on solid fuel burning).

3. Work undertaken and how this differed from the application

The project was implemented much as the application suggested with no major changes. This section describes what work has been undertaken and provides more detail as to how the project was implemented and managed. The work was undertaken across four work packages; monitoring, public awareness raising, survey of behaviour and evaluation and knowledge transfer. Each of work packages are summarised below. Although the work did not differ from the application to any degree, it was refined as the project was implemented, based on experience and outcomes. Each of the above work packages (WPs) are described in more detail below. In addition, a short section on stakeholder engagement is included.

WP1 Monitoring

This work package began with identifying locations for the monitors. The three sites were selected in 'off gas' areas where there is old housing stock, and using local knowledge, to best represent areas of high levels of solid fuel burning. The monitoring equipment was procured from Earthsense; lamppost surveys, which are required for permissions from Leicestershire County Council for the monitors to be sited, were undertaken. It was originally envisaged that the monitors would be commissioned in the Summer of 2022, however, this was delayed until 15th September 2022. This was due to delays in obtaining the necessary permissions and procuring the monitors. In addition, consultants were procured to provide assistance with project management and technical advice on the project as a whole, including the data analysis element of the project.

The monitors were sited in Donisthorpe and Oakthorpe (North West Leicestershire) and North Kilworth (Harborough). Particulate matter (PM₁₀ and PM_{2.5}) monitoring was undertaken using Zephyr analysers, which use sensors to measure various parameters, which include PM_{2.5}, PM₁₀ and temperature. The locations of the monitors are included in the Monitoring Report in Appendix A. Zephyrs are not considered to be 'reference equivalent'¹, but have been approved as compliant with the Monitoring Certification Scheme - MCERTS performance standards - as an indicative ambient particulate monitor². Measurements were carried out at the three sites for a 12-month period, between 15th September 2022 and 30th September 2023, within which time, data were collected without any issues. A brief review of the monitoring data was undertaken in December 2022. The review checked that the locations of the monitors weren't causing any bias within the data. A second review of the data was undertaken at the halfway point of monitoring (data downloaded and a brief initial look at the data) and no issues identified.

Statistical analysis was undertaken on the measured pollutant concentrations for the three sites, for comparison with the air quality objectives (monitoring report included in full in Appendix A). The analysis of the monitoring data also included detailed statistical analysis using 'openair' software, to determine if the monitoring showed any influence of nearby solid fuel burning. The analysis undertaken has not identified any clear influences from solid fuel burning in the vicinity of any of the monitors. The plots produced indicate periods of higher concentrations, at times, during colder temperatures, during the evening and over the weekend, which could be interpreted from the questionnaire outcomes as times when residents are more likely to be burning solid fuel; however, variations in PM_{2.5} can occur for multiple reasons, due to source, meteorology, chemistry or measurement method. In the absence of a clear signal from the monitoring data and its subsequent analysis, it is not possible to draw a firm conclusion as to what is driving these elevated concentrations. WP1 was delivered as described in the original application.

WP2 Public Awareness Raising

¹ The definition of 'reference equivalent' refers to a monitoring method that meets a certain standard to ensure accuracy and precision of results – in the UK, monitors that operate within Defra's AURN (Defra, 2023a), are considered to be reference equivalent.

² <https://www.earthsense.co.uk/post/zephyr-meets-indicative-mcerts>

Initially, several internal meetings were held to gather ideas on the form that a 'public awareness campaign' would take. Discussions were formalised through a 'Communications Plan' which outlined target audiences, key messages, objectives and communication tools, followed by specific timings of communications and surveys. The Communications Plan is included in Appendix B. Information was focussed on the areas where monitoring was carried out and where there was thought to be a high incidence of solid fuel burners. Alongside this, the initial survey sought to obtain a better understanding of the current awareness of the general public in these areas of solid fuel burners and their influence on air quality.

A wider campaign was launched by the councils to the general public on Clean Air Day (June 2022), through social media, to raise awareness of solid fuel burning and the potential detrimental effects to local air quality. At around the same time, there was an article in the Leicester Mercury about the project ([Wood burners ban calls over pollution more turn to solid fuel as energy prices rise - Leicestershire Live \(leicestermercury.co.uk\)](https://www.leicestermercury.co.uk/news/local-news/monitoring-homes-wood-burners-solid-7742854)) and in the Harborough Mail (<https://www.harboroughmail.co.uk/news/environment/council-focusses-on-air-pollution-in-harborough-3648884>). Other media also ran articles, such as the Leicester Mercury (x3), Burton Mail, Nub News and Harborough FM.

Throughout most of the project, monthly meetings were held by the project team (which included Communications Officers from both authorities), within which public awareness raising was discussed, including any updates to the communications plan. Further public awareness raising work included the preparation of a leaflet and poster promoting the campaign, for use at a Parish Fair and other suitable forums, social media (Twitter and Facebook) presence about the campaign and updates to NWLDC³ and HDC⁴ websites regarding the project and ward councillors/parishes agreeing to support the project and committing to raising its awareness. In order to encourage participation in the questionnaire, a prize draw was organised.

Further press releases resulted in the following local media stories being published.

<https://www.leicestermercury.co.uk/news/local-news/monitoring-homes-wood-burners-solid-7742854>

<https://ashby.nub.news/news/local-news/two-villages-near-ashby-chosen-as-part-of-council-campaign-to-reduce-air-particles-154427>

<https://harboroughfm.co.uk/new-air-quality-monitoring-begins-in-north-kilworth/>

Public Awareness Raising increased as the second phase of the questionnaire was implemented. Clean Air Day in June 2023 was used to raise awareness of air quality in general, using social media posts and material published for Clean Air Day. Both authorities also contacted schools with a poster competition, using materials published for Clean Air Day, but there was no uptake on this element of awareness raising. Community events were identified in both authorities and posters and leaflets used at these events.

WP3 Survey of Behaviour.

The initial survey was undertaken prior to the main winter solid fuel burning season, with the survey issued to the public on 3rd October 2022 (during Big Green Week); alongside the survey, residents received a letter about the air quality project. Completion of the questionnaire was incentivised by entry to a prize draw to win vouchers for entry to local attractions/leisure passes etc. As outlined in the Communications Plan, targets for engagement were to recruit 200 residents to a targeted survey group with 100% response rate, and to achieve 30% response rate within the target communities/600 responses to a wider community survey. This response target appears to have been ambitious; from the first survey there were 73 responses (24 from NW Leicestershire, 39 from Harborough and 3 unknown). This was as a result of 620 letters sent out across the two authorities. An evaluation of the geographical spread of respondents showed that in the first round of questionnaires, only 13% of the responses were a direct result of the letters sent, with the majority instigated from wider communications.

³ https://www.nwleics.gov.uk/pages/air_quality

⁴ https://www.harborough.gov.uk/info/20025/environmental_health/101/air_quality

There was already a very high awareness that solid fuel burning can have a detrimental effect on health. Approximately 75% of respondents had burnt solid fuel (inside or outside) in the last 12 months, with most respondents who burnt inside, burning wood, or manufactured fuels/ smokeless coal. Most respondents who burnt outside, burnt charcoal or wood. The appliances used by respondents inside were mostly wood burners or enclosed fireplaces, followed by open fires, outside (mainly barbeques or chimeneas). The main purpose of burning was for heat, but some respondents also used their appliance for cooking, aesthetics and hot water. Most of the use of appliances was during the evenings, with weekends slightly more popular than during the week. Respondents mainly got their wood from specialist suppliers, but also from their own garden, salvaged wood, landowners, fallen trees, family members etc. A large proportion of the respondents (90%) were willing to have a follow up questionnaire and these were directly targeted in the subsequent survey.

The second survey went live on 31 March 2023 as planned, with the questionnaire amended to obtain both consistency of reporting with the first round of the questionnaire, but also to make sure any changes to behaviour are reported. For those completing a follow up survey, a reduced number of questions were asked (mainly about changes to previous behaviour), and a more general survey (for those coming new to the topic), was kept consistent with the first survey round, in order that responses can be directly comparable.

For the second survey, 30 respondents filled out the repeat questionnaire and 27 filled out the online questionnaire for new respondents. In the repeat questionnaire, most respondents hadn't changed burning behaviour. There was a 50/50 split between those who thought their awareness had increased, and those who didn't. In the main, any increase in awareness had come from national or local press articles. For the new respondents, the distribution of responses to questions was very similar to the baseline questionnaire results, suggesting a degree of robustness of the outcomes. There was still a predominance of wood burning, including the burning of waste wood. Wood burning stoves, enclosed fireplaces or barbeques were the most likely appliance to be used, with the main purpose for indoor burning being heat. Most of the use of appliances was during the evenings, with weekends and weekdays equally popular. With regards to maintenance, nearly 70% of respondents sweep their chimney/ maintain wood burner at least once a year. Approximately 40% of respondents thought the cost-of-living crisis would result in an increase in their burning habits.

WP4 Evaluation and Knowledge Transfer

The specific knowledge transfer activities outlined in the application for dissemination of lessons learnt and best practice, with neighbouring local authorities and public health colleagues, were undertaken following the data analysis. The following knowledge transfer activities were undertaken:

- Environmental Protection Best Practice Group (Leicestershire wide Environmental Health Managers group)
- Public Health and Air Quality Forum (County wide group including Public Health colleagues). this element of knowledge transfer was ongoing throughout the course of the project.
- Updates to elected members (through member briefings, and also as part of a cabinet update).

In addition, it is likely that there will also be some dissemination of outcomes to the public through ongoing communications methods, as resources allow. Any other opportunities for knowledge transfer will also be taken. An overview of the project was also included in Local Air Quality Management (LAQM) annual reporting (ASR).

Stakeholder Engagement

Throughout the project, the public were engaged with, mainly through social media and local media as set out in the Communications Plan. Other stakeholders were also engaged with, in particular other local authorities (for example through the Environmental Protection Best Practice Group

(Leicestershire wide Environmental Health Managers group), and Leicestershire County Council (public health), as well as elected members in each of the local authorities.

4. Project outputs and benefits

The main project outputs have been the results of both phases of the questionnaire, and the monitoring analysis report (outlining the outputs of 12 months of monitoring funded by this project). Both are included as appendices to this report. Less tangible outputs relate to increased communications work on air quality, particularly solid fuel burning, which have been illustrated through the communications plan (also included in the appendices).

Project benefits include:

- increased knowledge about PM_{2.5} concentrations (through monitoring)
- increased awareness around domestic solid fuel burning (both within the local authorities involved, more widely across the County and with the public)
- more knowledge within the local authorities about PM monitoring methods and analysis

Effectiveness of the Project

The project was led by North West Leicestershire District Council, in collaboration with Harborough Borough Council. The collaborative nature of the project was enhanced by the two authorities sharing an air quality officer, who works 50% FTE in each authority. This also provided consistency in implementation across the two authorities. Another benefit of the joint approach was a reduction in administration time (which effectively covered both authorities), for example with regards to getting the monitoring in place, and undertaking surveys (which were implemented across both authorities), and with regards to undertaking progress reports etc. Also in terms of staff shortages, for example when the communications officer from Harborough left the authority and was not immediately replaced, this was mitigated largely by the project being implemented across 2 authorities, with the communications plan still being delivered by North West Leicestershire, in partnership with other members of the project team in Harborough.

North West Leicestershire and Harborough District Councils' options for action on PM_{2.5} are limited and need to be supported by relevant local information. Available evidence is extremely uncertain for domestic solid fuel use, particularly in terms of activity levels (i.e., what proportion of households are burning solid fuel, what fuel and how often it is being burnt, and in what appliances). Nationally, surveys have shown that for the great majority of users, wood is a secondary heating fuel. This suggests that the majority of users could therefore be amenable to a behavioural change intervention.

The main aim of the project was to reduce emissions from solid fuel burning through behaviour change, but also raise awareness of solid fuel burning more generally. Reduced emissions should ultimately reduce pollutant (PM_{2.5}) concentrations within solid fuel burning areas, and therefore improve health. It is not possible from the small sample size of the follow up questionnaire to identify any positive behaviour change, although 50% of respondents thought that their awareness of the impacts of solid fuel burning had increased (not necessarily as a direct result of this project). Of those responding to the follow up survey, a third had changed behaviour in the last 6 months, with marginally more increasing burning than decreasing. The main reasons for these changes were cited as cost, or 'other' with one respondent saying the change had been down to more knowledge on impacts.

Although the project did not result in a clear signal for solid fuel burning at the locations monitored, the questionnaires showed that there was potentially a high level of solid fuel burning, with most respondents who burn inside, burning wood. It is judged that the effectiveness of the project has been less tangible, in terms of providing a base to build on for doing further work on solid fuel burning, rather than in providing robust data on which to base an emission inventory or provide input data for modelling studies.

It is noted that there are a number of factors external to the project which may simultaneously be affecting levels of solid fuel burning, in particular the effect of an increased cost of living on increasing burning behaviour, and the implementation of the Domestic Solid Fuel Regulations (which reduces the availability of 'wet' wood through a ban on sales in smaller quantities, and bans the sale of house coal in England). The questionnaires asked to respondents as to whether they thought that the cost of living would change their behaviour. In the first phase approximately half of respondents thought the cost-of-living crisis would result in an increase in their burning habits and in the second phase of the questionnaire, approximately 40% of respondents said that they would increase burning and the other 60% saying it wouldn't change behaviour.

The project team were asked to feedback on what went well, and what didn't go as well. The benefits of the project have been identified across the team as:

- the collaborative working with both authorities, through structured meetings on teams and the use of an action log;
- the use of consultants to support the project through the application and implementation phases;
- the good use of comms teams across both authorities to support public awareness work, and the questionnaire; and
- a good response from businesses to support prizes for the questionnaires.

Elements that were less successful were identified as:

- issues with siting the monitors;
- limited engagement from the public;
- lack of resources to really push the behaviour change element of the project work; and
- the poster competition planned for Clean Air Day needed more clarity on purpose, and more time for planning and incorporating into the project.

What would be done differently/ advice for other local authorities

Prior to the project being bid for, there could have been a more realistic consideration of the actual resource (in terms of staff time) needed to take forward and progress the project. The time required by a team of people (including comms teams, air quality officers etc.) was underestimated at the outset, which was reflected in the overspend on staff time (see section 5 for details). This is an element which needs to be carefully considered prior to taking on a project such as this, particularly at a time with staff resource issues within local authorities.

It is also considered that with more resources, other methods of engagement with the public could have been undertaken as well as further collaboration either at County level, or with other similar grant funded projects, or more widely through other organisations such as Global Action Plan collaborative working for Clean Air Night.

With this type of project, the messaging needs to be carefully thought about at the outset. For example, using messaging around 'burning better' (i.e., using seasoned wood, maintaining appliances etc), can come across as endorsing wood burning, when for many users (particularly those who use it for aesthetic purposes), the message around burning less needs to be clearer. For future projects, messaging needs to be agreed at the outset of the project.

One of the key difficulties of the project, was low response rates for questionnaires. This was addressed mainly through the communications strategy, with media stories through both social media and in the local press continue to promote the project (providing a link to the questionnaire) and council officer presence at local events to further promote the project. However, it may be that different approaches could be tried in future similar projects to increase the level of data on which the behavioural change outcomes were based.

5. Financial Performance

The following table provides an overview of both the revenue and capital spend on the grant project. The overspend was mainly on the match funding element, which was provided through staff time on the project, particularly in implementing the questionnaire, and undertaking public awareness communications (through social media and at other events). The capital spend was used for the monitoring. The revenue spend related to the data analysis which was contracted out. Financial performance was judged to be good, with spend on the grant funded elements of the project, as predicted at application stage.

High Level Financial Summary at completion of Project				
	£ RDEL Defra grant	£ CDEL Defra grant	£ Match Funding	£ Total
Original application values	£6,000	£21,240	£2,745	£29,985
Total project cost at project completion	£6,000	£21,555 (£12,175 (3X zephyrs), + £1,505 (for lamppost surveys) + £2,025 (for Zephyr renewal HDC) + £5,850 (Zephyr renewal NWLDC))	£4,700.39	£32,092.39
Over/underspend at project completion	n/a	£315 overspend	£1,955.39 overspend	Overspend mainly on match funding

6. Signatory

Name of Officer at the local authority:

Clare Proudfoot

Name of Local Authority:

North West Leicestershire District Council

Date:

15th April 2024

7. Appendix A: Monitoring Analysis Report



**Air Quality Monitoring
Report:**
Domestic Solid-Fuel
Burning Grant Funded
Project

December 2023



Experts in air quality
management & assessment

Document Control

Client	North West Leicestershire District Council and Harborough Council	Principal Contact	Minna Scott (NWLDC)
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Job Number	J10/12348A/10
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Report Prepared By:	Suzanne Hodgson, Dr Kate Wilkins and Dr Clare Beattie
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Document Status and Review Schedule

Report No.	Date	Status	Reviewed by
J10/12348A/10/1/F1	21 December 2023	Final Report	Dr Ben Marner (Director)

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1 Introduction

- 1.1 Poor air quality is one of the greatest environmental risks to public health in the UK. Long term exposure to air pollution can cause chronic conditions such as cardiovascular and respiratory diseases as well as lung cancer, leading to reduced life expectancy. Short term exposure (over hours or days) to elevated levels of air pollution can also cause a range of health effects related to lung function, exacerbation of asthma, increases in respiratory and cardiovascular hospital admissions, and mortality. There are a number of other emerging links for air pollution and health, including dementia, a variety of mental health conditions, and adverse pregnancy outcomes.
- 1.2 This report provides the results and analysis of a 12-month PM_{2.5} monitoring programme carried out at three sites in the administrative areas covered by North West Leicestershire (NWL) and Harborough District Council's, as part of a Defra grant funded project investigating domestic solid fuel burning. The key objective of the project was to reduce PM_{2.5} emissions by increasing awareness of, and changing attitudes to, solid fuel burning, resulting in behaviour change. Changes could include a reduction in burning or use of fuels which have lower emissions (for example, dry wood has lower emissions than unseasoned wood). To support the project, 12-months of air quality monitoring was undertaken at three sites which were thought to represent areas with high levels of domestic solid fuel burning, in order to provide a better understanding of current concentrations, how they vary and how they relate to overall PM_{2.5} emissions within the NWL and Harborough areas. AQC has been commissioned by NWL and Harborough District Council's to collate the data and provide an interpretation of the outcomes of the monitoring study.
- 1.3 The three sites were selected in off gas areas where there is old housing stock, using local knowledge, to best represent areas of high levels of solid fuel burning. Monitoring at the three sites was undertaken using Zephyr monitors (provided by Earthsense¹). This report provides the results and analysis of the 12-month monitoring programme (15th September 2022 to 30th September 2023), at the three sites, to determine both the concentrations at the sites, and if measured PM_{2.5} concentrations in the vicinity of each site show any influence of solid-fuel wood burning. Analysis has been undertaken based on standard statistics for comparison with air quality objectives and targets and 'openair' (Carslaw D. R., 2012) software² to derive a range of graphical plots. Comparison has also been made between the Zephyr data and results from nearby urban background sites within Defra's Automatic Urban and Rural Network (AURN) (Defra, 2023a).

¹ <https://www.earthsense.co.uk/zephyr>

² 'openair' is an R package (which is a programming language for statistical computing and graphics) developed for the purpose of analysing air quality data.

2 Context

- 2.1 Emissions from solid fuel burning will mainly impact on concentrations of Particulate Matter (PM), which is the term for particles found in the air, including dust, dirt, soot, smoke, and liquid droplets. PM has many different sources, both natural and anthropogenic, including solid fuel burning. In terms of the health effects, exposure to PM_{2.5} (PM less than 2.5 micrometres in diameter) is the most important, although other pollutants all add to the burden of disease, to a greater or lesser extent. Current evidence suggests that there is no safe threshold for exposure to PM_{2.5}. For this reason, the analysis will focus on PM_{2.5}.
- 2.2 Wood burning stoves and coal fires are a major contributor nationally to emissions of particulate matter, and the Government is taking steps to tackle these emissions, largely through the Domestic Solid Fuel Regulations which have phased out sales of bagged coal and wet wood, two of the most polluting fuels. Accompanying information campaigns such as 'Burn Better' encourages solid fuel users to make positive changes to their burning habits.

Air Quality Objectives and Targets

- 2.3 The Government has established a set of air quality standards and objectives to protect human health. The 'standards' are set as concentrations below which effects are unlikely even in sensitive population groups, or below which risks to public health would be exceedingly small. They are based purely upon the scientific and medical evidence of the effects of an individual pollutant. The 'objectives' set out the extent to which the Government expects the standards to be achieved by a certain date. They take account of economic efficiency, practicability, technical feasibility and timescale. There is no current air quality objective in regulations for PM_{2.5} for local authorities to meet, and in the absence of a numerical objective, it is convention to assess local air quality against the limit value, originally set at 25 µg/m³ and currently set at 20 µg/m³.
- 2.4 Resulting from the Environment Act (2021), which gives the Government the power to set long-term, legally binding environmental targets, Defra has set two targets, and two interim targets, for PM_{2.5} concentrations in England. One set of targets focuses on absolute concentrations. The long-term target is to achieve an annual mean PM_{2.5} concentration of 10 µg/m³ by the end of 2040, with the interim target being a value of 12 µg/m³ by the start of 2028. The second set of targets relate to reducing overall population exposure to PM_{2.5}. By the end of 2040, overall population exposure to PM_{2.5} should be reduced by 35% compared with 2018 levels, with the interim target being a reduction of 22% by the start of 2028. Local authorities have an important role delivering the required improvements, which are expected to focus on controlling emissions.
- 2.5 The air quality criteria relevant for this monitoring report are provided in Table 1.

Table 1: Air Quality Objectives for PM₁₀ and Target for PM_{2.5}

Pollutant	Time Period	Value
PM ₁₀	24-hour Mean	50 µg/m ³ not to be exceeded more than 35 times a year
	Annual Mean	40 µg/m ³
PM _{2.5}	Annual Mean	20 µg/m ³ ^a
		12 µg/m ³ (to be achieved by 2028)
		10 µg/m ³ (to be achieved by 2040)

^a There is no numerical PM_{2.5} objective for local authorities (see Paragraph 2.3). Convention is to assess against the UK limit value which is currently 20 µg/m³.

Sources and Variation in PM_{2.5}

- 2.6 PM_{2.5} concentrations vary across the year. For example, a peak in early spring is typical for PM_{2.5}, as elevated concentrations of nitrates (a pre-cursor to PM_{2.5}) are transported from agricultural operations across continental Europe (Air Quality Expert Group, 2012). Domestic combustion of wood and coal in stoves and open fires is a large contributor to emissions of PM_{2.5} and is a contributing factor towards elevated concentrations in winter months. There are, however, also meteorological reasons why PM_{2.5} may be higher in colder months. PM_{2.5} includes volatile components which exist as gases when warm, only forming PM_{2.5} when it turns cold. Colder air is also denser than warmer air and when the temperature drops, cold air can form a barrier to the dispersion of pollutants (Defra, 2023b). Hence comparisons with temperature may not be solely attributable to peaks in solid fuel burning.
- 2.7 It should be noted that there are a large number of emission sources for particulate matter, and there may be other sources which contribute to changing concentrations. There can be considerable contribution from sources originating outside of the UK. The level of transboundary derived particulates is determined by wider-scale emissions and weather conditions.

3 Monitoring Locations and Technology

Monitoring Locations

3.1 Monitoring was undertaken at three locations within the study area, the locations are listed below and shown in Figures 1a and 1b:

- Z1141 – Donisthorpe
- Z1142 – Oakthorpe
- Z1083 – North Kilworth

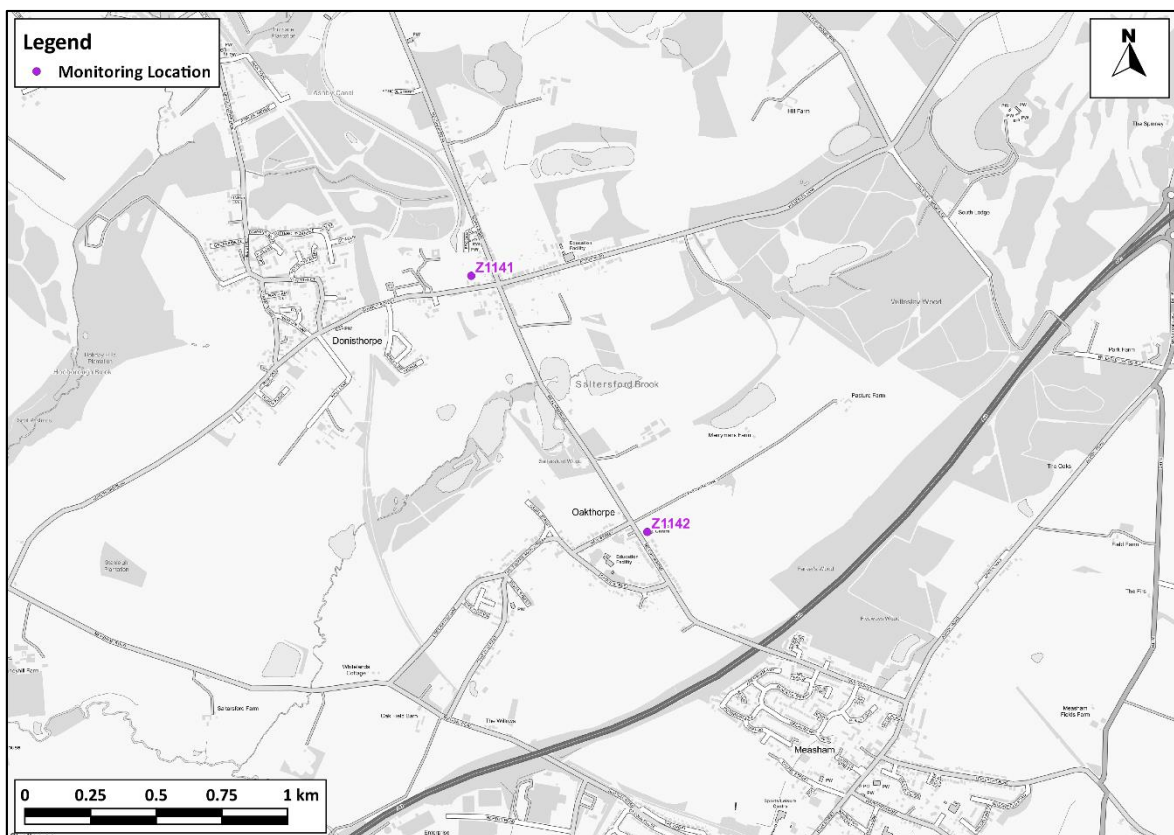


Figure 1a: Location of Z1141 (Donisthorpe) and Z1142 (Oakthorpe)

Imagery ©2023 Getmapping plc, Infoterra Ltd & Bluesky, Maxar Technologies, The GeoInformation Group.

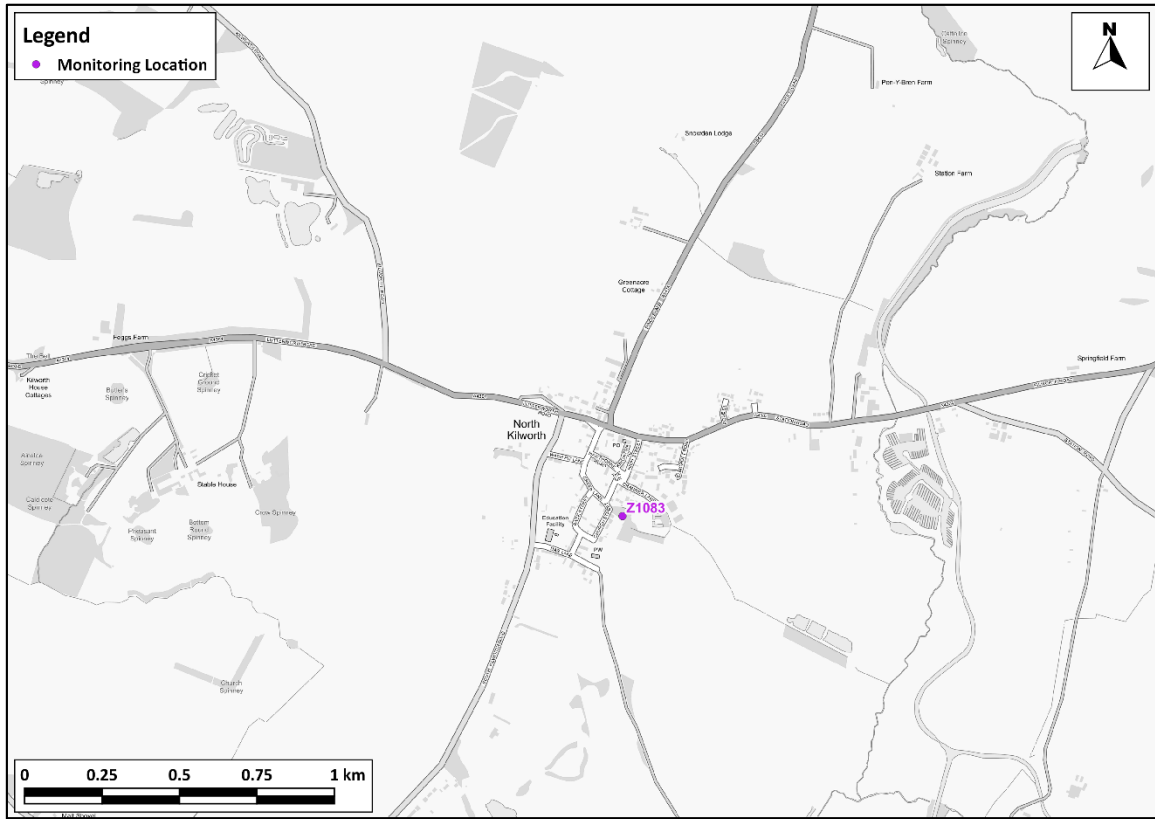


Figure 2b: Location of Z1083 (North Kilworth)

Imagery ©2023 Getmapping plc, Infoterra Ltd & Bluesky, Maxar Technologies, The GeoInformation Group.

- 3.2 The locations of all three monitors are also shown in Figure 2; to contextualise the overall geographic location of the monitors within the districts.

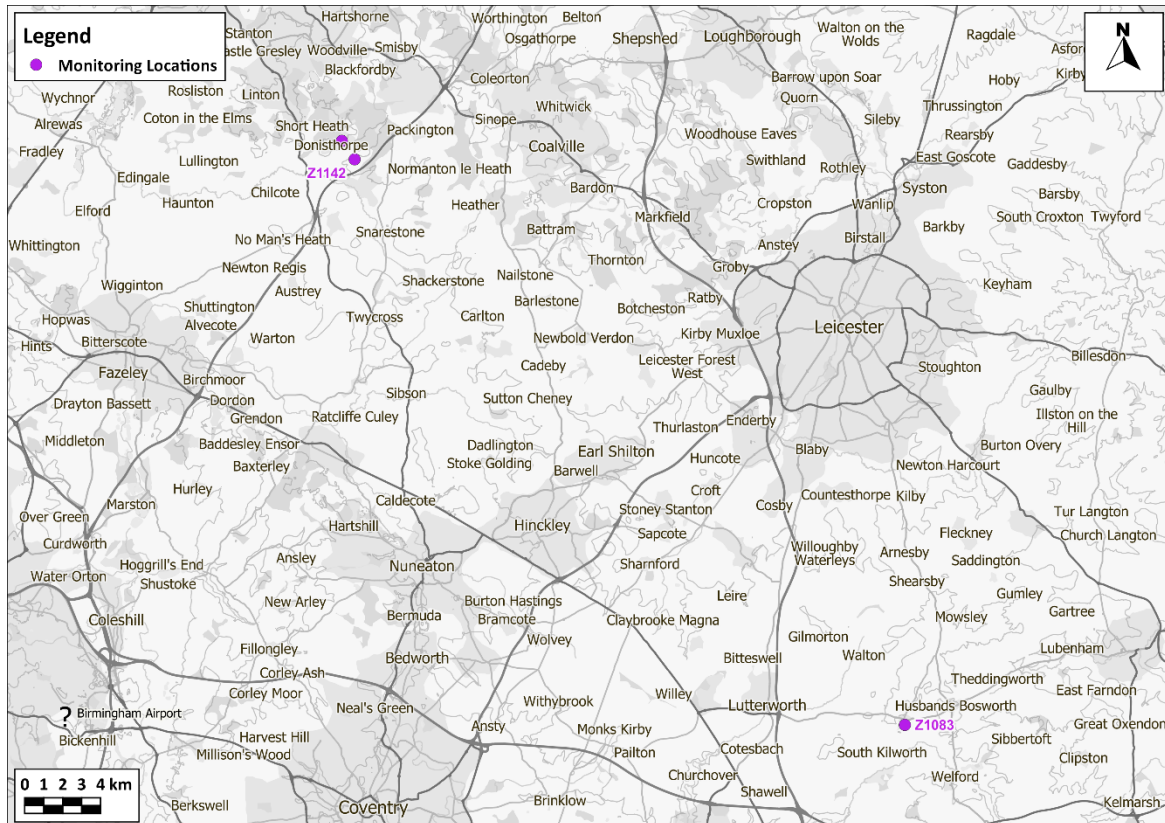


Figure 2: Location of Z1141 (Donisthorpe), Z1142 (Oakthorpe) and Z1083 (North Kilworth)

Imagery ©2023 Getmapping plc, Infoterra Ltd & Bluesky, Maxar Technologies, The GeoInformation Group.

Monitoring Equipment

- 3.3 Particulate matter (PM₁₀ and PM_{2.5}) monitoring was undertaken using Zephyr analysers, which use sensors to measure various parameters, which include PM_{2.5} (µg/m³), PM₁₀ (µg/m³) and temperature (°C). Measurements were carried out at the three sites for a 12-month period, between 15th September 2022 to 30th September 2023. Although PM₁₀ is included in the statistics for comparison with relevant objectives and targets, this report discusses PM_{2.5}, which is the focus of the project, has the greatest health effects and is of increasing concern to government, local authorities and the public (see Section 2).
- 3.4 Zephyrs are not considered to be ‘reference equivalent’³, but have been approved as compliant with the Monitoring Certification Scheme - MCERTS performance standards - as an indicative ambient particulate monitor⁴. The uncertainties and limitations to the use of sensors for monitoring pollutant concentrations are outlined in Section 4.

³ The definition of ‘reference equivalent’ refers to a monitoring method that meets a certain standard to ensure accuracy and precision of results – in the UK, monitors that operate within Defra’s AURN (Defra, 2023a), are considered to be reference equivalent.

⁴ <https://www.earthsense.co.uk/post/zephyr-meets-indicative-mcerts>

Quality Assurance

- 3.5 The analysers are calibrated for performance and operation annually, outside of this no quality checks on data check are carried out. By way of validation of the data being recorded, data were downloaded from each monitor periodically ensure the values being recorded were within the expected range and broadly fitted expected patterns.

4 Monitoring Analysis Methodology

- 4.1 Statistical analysis has been undertaken on the measured pollutant concentrations for the three Zephyrs, for comparison with the air quality criteria outlined in Table 1.
- 4.2 Further analysis has subsequently been undertaken on the measured concentrations, using ‘openair’ software, to determine if the monitoring shows any influence of nearby solid fuel burning. As part of this analysis, the results of monitoring (for the same period of time as the Zephyrs) undertaken at three nearby urban background (UB) sites (Leicester University, Northampton Spring Park and Burton-on-Trent Horninglow⁵), operating within the AURN have also been considered – the expectation being that as they are ‘background’ sites, they would not be influenced by specific pollutant sources, such as nearby domestic solid fuel burning.
- 4.3 The following plots have been produced:
- Time plots – designed to plot a chronological time series of data, such as pollutant concentration or temperature;
 - Time variation plots – this function produces four plots: day-of-the week variation, mean hour-of-day variation and a combined hour-of-day to day-of-week plot and a monthly plot; and
 - Polar plots⁶ – a bivariate plot of concentrations, varying by wind speed and wind direction.

Uncertainty

- 4.4 All methods of air quality monitoring have inherent uncertainties. The use of sensors may have additional uncertainties because the analytical chemistry method is more uncertain than reference methods. For example, many sensors are sensitive to changes in atmospheric humidity and temperature, or can give false signals if other air pollutants are present in high concentrations. Additionally, Zephyrs have no form of on-going quality control or calibration applied to them once in the field, unlike reference measurements (Defra, 2023c).
- 4.5 The Zephyr monitors measured concentrations for one year between 15th September 2022 and 30th September 2023, thus any conclusions drawn based on seasonality should be treated with caution.
- 4.6 Where data have been extracted for specific dates, times and temperatures to determine whether there is a correlation between measured concentrations and weather conditions, these have been based on judgement about when solid fuel burning is likely to be most prevalent.

5 The Leicester and Burton monitors are FIDAS; the Burton monitor is a BAM (heated) – where applicable, all used measured concentrations used has been corrected to be ‘reference equivalent’

6 Modelled meteorological data (wind speed and direction) derived from the WRF (Weather Research and Forecasting Model) have been downloaded for the Leicester University AURN monitor (LECU), as it is deemed the most representative nearby AURN monitoring site.

- 4.7 The meteorological data used to create the polar plots shown in Appendix A2 are derived using openair^{Error! Bookmark not defined.} and are not site-specific to the monitoring locations. As such, definite conclusions cannot be drawn by comparing the measured PM_{2.5} concentrations and wind direction/wind speed, and the meteorological data can only be used to indicate a potential source of PM_{2.5} emissions.
- 4.8 Significant care is needed when comparing PM_{2.5} measurements made using different monitoring equipment, particularly when comparing analysers such as the Zephyrs with those within the AURN. The analysis is also limited, to some extent, by the interpretation of data from a single monitoring site within each of the villages.

5 Results and Analysis

Simple Statistics

5.1 The particulate matter (PM₁₀ and PM_{2.5}) concentrations for the three Zephyrs are summarised in Table 2. Data capture was good across the three sites (89.6 – 96.4%) over the monitoring period. The recorded annual mean PM₁₀ and PM_{2.5} concentrations were well below the objective and limit value of 40 µg/m³ and 20 µg/m³, respectively. The recorded annual mean PM_{2.5} concentration is marginally above the interim target for 2028 (12 µg/m³) at Z1141. There was only one measured exceedance of the 24-hour mean objective level of 50 µg/m³ across the three sites, in Donisthorpe (Z1141), compared with the 35 exceedances allowed in a year; at the other sites there were no 24-hour periods measuring more than 50 µg/m³. The 90th percentile of daily mean concentrations were also well below 50 µg/m³, at all sites.

Table 2: Particulate Matter Data Summary for Z1141, Z1142 and Z1083, September 2022 to September 2023

Pollutant	Metric	Z1141 (Donisthorpe)	Z1142 (Oakthorpe)	Z1083 (North Kilworth)	Objectives
PM ₁₀	Maximum 24-hour Mean	212.6 µg/m ³	41.2 µg/m ³	36.7 µg/m ³	-
	No. 24-Hour Means >50 µg/m ³	1	0	0	50 µg/m ³ ; no more than 35 exceedances
	90 th Percentile	25.4 µg/m ³	25.3 µg/m ³	21.7 µg/m ³	50 µg/m ³
	Period Mean (12months)	13.7 µg/m ³	12.0 µg/m ³	13.7 µg/m ³	40 µg/m ³
PM _{2.5}	Period Mean (12months)	12.4 µg/m ³	11.0 µg/m ³	9.9 µg/m ³	20 µg/m ³
	Data Capture	89.6%	96.4%	95.9%	-

'openair' Analysis

5.2 Figures showing the local Zephyr measurements, as well as measurements from the AURN sites, and an analysis of results are set out in Appendix A2. The data have been examined specifically to find any signal that solid fuel burning is taking place in the vicinity, and comments are included to that effect within Appendix A2. Evidence of the effects of Solid Fuel Burning are not clear cut, for a number of reasons, which are set out in paragraphs 2.6 and 2.7 and in Appendix A2.

6 Conclusions

- 6.1 A 12-month PM₁₀ and PM_{2.5} monitoring programme was carried out in three villages (Donisthorpe, Oakthorpe and North Kilworth) in NWL and Harborough. The monitoring was funded through a grant funded project awarded to NWL and Harborough District Councils, to support work to increase public awareness of the air quality impacts of solid-fuel burning. This report provides an overview of the monitoring results, to try to identify any quantified evidence of domestic solid fuel burning in the three villages.
- 6.2 Measured concentrations are below national air quality objectives/targets at the three monitoring sites during the 12-month monitoring period, other than at Donisthorpe which is marginally over the target value for 2028.
- 6.3 Detailed statistical analysis of the monitoring results, using 'openair' software included in Appendix A2, has not identified any clear influences from solid fuel burning in the vicinity of the any of the monitors. The plots produced seem to show periods of higher concentrations, at times, during colder temperatures, during the evening and over the weekend, which could be interpreted as times when residents are more likely to be burning solid fuel, however, as noted in Section 2, variations in PM_{2.5} can occur for multiple reasons, due to source, meteorology, chemistry or measurement method; in the absence of a clear signal from the monitoring data and its subsequent analysis, it is concluded that data are not clear enough to draw a conclusion as to what is driving these elevated concentrations.

7 References

Air Quality Expert Group. (2012). *Fine Particulate Matter (PM2.5) in the United Kingdom*.

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Environment Act 2021. (2021).

8 Appendices

A1	Summary of AURN Results	16
A2	'openair' Plots.....	17

A1 Summary of AURN Results

A1.1 Particulate matter (PM₁₀ and PM_{2.5}) concentrations, for three urban background sites within the AURN network, within 50 miles of the Zephyr sites, for the same period of monitoring (September 2022 to September 2023) are summarised in Table A1.1. Measured concentrations (across parameters) at all of the Zephyrs were higher than the AURN background concentrations.

Table A1.1: PM₁₀ Data Summary of Background Monitoring Sites, 2022

Pollutant	Statistic	Leicester University	Northampton Spring Park ^a	Burton on Trent Horninglow
PM ₁₀	Maximum 24-hr mean (µg/m ³)	47.5	n/a	45.6
	No. 24-hr mean >50 µg/m ³	0	n/a	0
	90 th Percentile	19.7	n/a	19.5
	Period Mean (µg/m ³)	11.7	n/a	12.1
PM _{2.5}	Period Mean (µg/m ³)	7.3	7.6	7.5
	Data Capture (%)	98.0	89.0	56.4

^a This site does not measure PM₁₀.

A2 'openair' Plots

Donisthorpe (Z1141)

Time Plots

A2.1 Figure A2.1 shows a time series plot of daily mean PM_{2.5} concentrations at site Z1141. It also shows the daily mean PM_{2.5} averaged across each of the AURN sites and the daily average recorded temperature. A visual examination of the data shows that the Zephyr and AURN average follow broadly similar patterns and that, where there are differences between the two; these differences appear on visual inspection to be smaller than the shared range in the two sets of concentrations. The highest concentrations at both types of sites appear to broadly coincide with the lowest air temperatures, with the data also showing some elevated concentrations in spring and late summer. It is difficult to say whether the higher concentrations which coincide with lower temperatures are caused by solid fuel burning, for the reasons set out in paragraphs 2.6 and 2.7.

Time Variation Plots

A2.2 Figure A2.2 shows measured data according to day-of-the-week, month-of-the-year and time-of-the-day, across the monitoring period; the plot indicates elevated concentrations in the evening time, in particular during September to December 2022 and on a Sunday in general.

A2.3 Figure A2.3, which shows measured data according to temperature¹², indicates elevated concentrations during times when temperatures are below 10°C and in the evening time in general. This is a common observation which often correlates with the condensing of ammonium nitrate. The increase in Sunday concentrations appears to be caused at times where the temperature is over 10 degrees and hence is unlikely to be as a result of solid fuel burning.

Polar plots

A2.4 Figure A2.4 shows the measured concentrations as a function of wind direction and wind speed. The colour shows the measured concentration, the direction from the centre of the plot (where the horizontal and vertical black lines cross) shows the wind direction, and the distance from the centre shows the wind speed when that concentration was measured. It is often the case that sources which are some distance away, or released from tall chimneys, are associated with higher wind speeds, which bring plumes back to ground. Nearby sources which emit close to ground are often associated with slower wind speeds, which could indicate an influence from domestic solid fuel burning, but there can also be many other reasons for higher concentrations when wind speeds are low and hence it is difficult to attribute it to a specific source with any certainty.

A2.5 Figure A2.4a, which shows measured data during cold winter nights⁷, shows the highest concentrations occurred during the lowest wind speeds (centre of the plot), and from all wind directions. The all-other time plot (Figure A2.4b) shows the highest concentrations occurred at slow wind speeds, with higher concentrations also when winds were from the east and southeast. Higher concentrations tend to be associated with stronger winds from the south and northeast when the temperature was cold, and from the east and southeast when it was warmer.

⁷ 'Cold winter nights' are defined in this study as any temperature <10°C, 6 pm to midnight, between 1st November 2022 to 1st March 2023.

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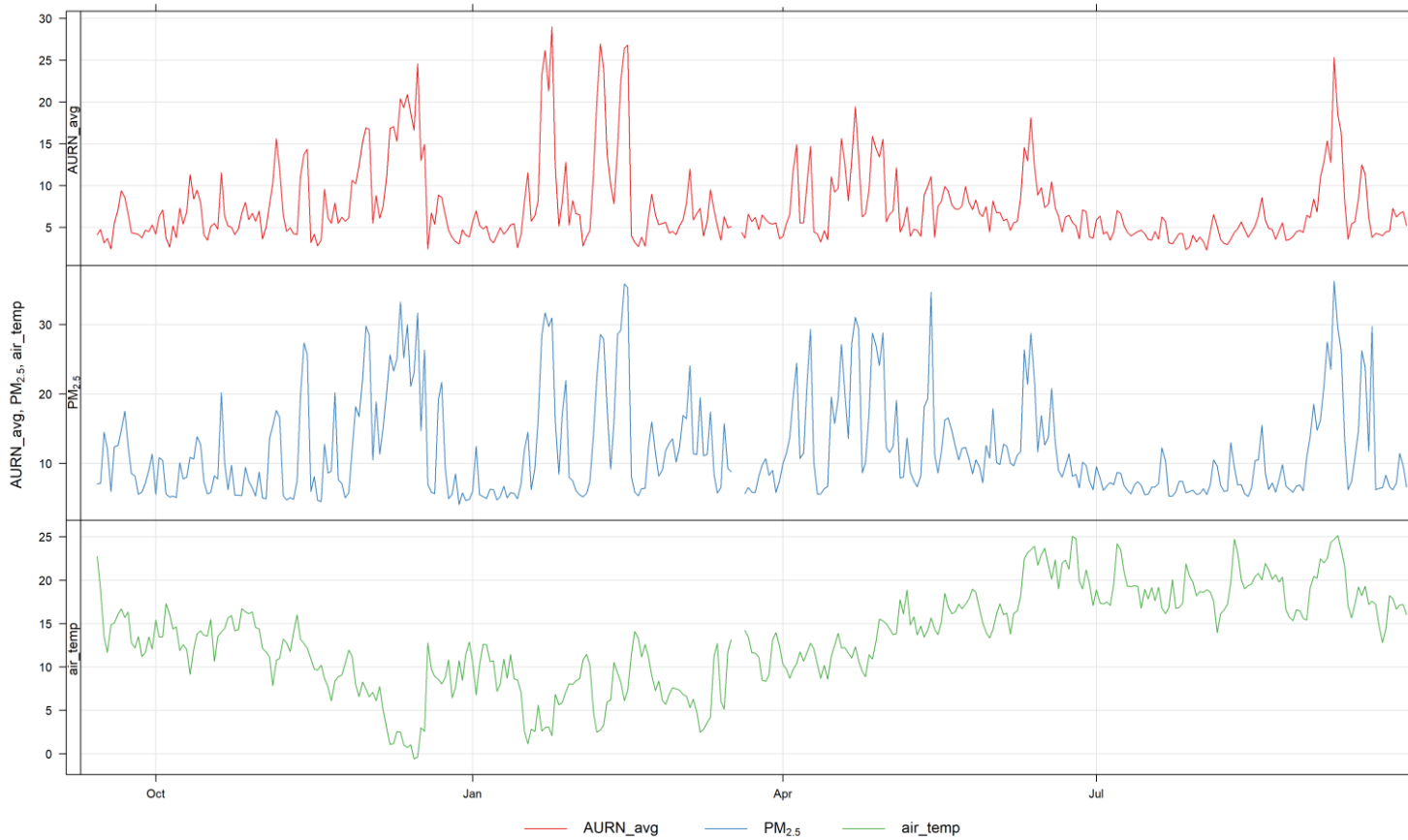


Figure A2.1: Time series plot of daily mean PM_{2.5} concentrations (µg/m³) at Z1141 (blue), average AURN PM_{2.5} concentrations (µg/m³) (red) and temperature (at Zephyr) (°C) (green), September 2022 to September 2023

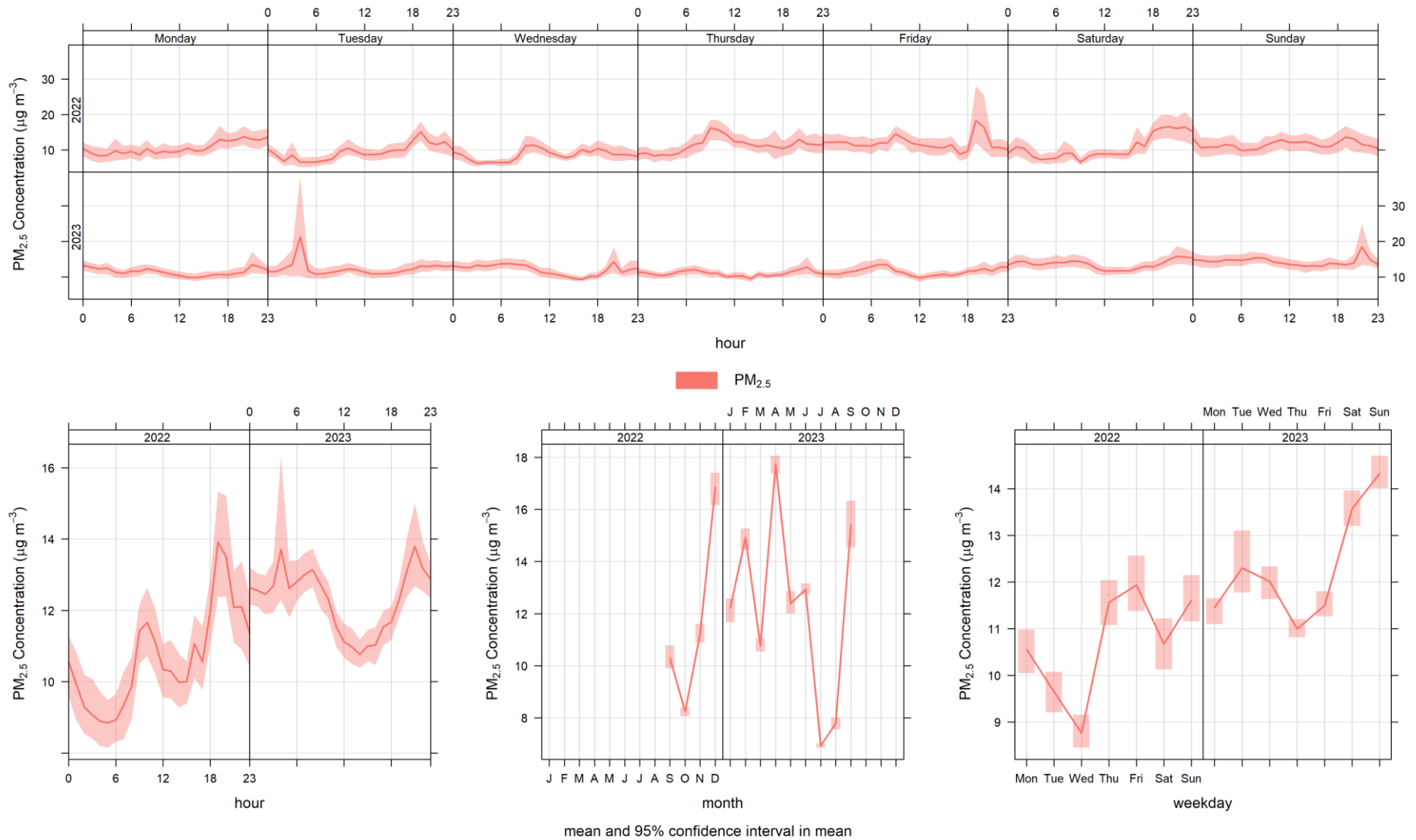
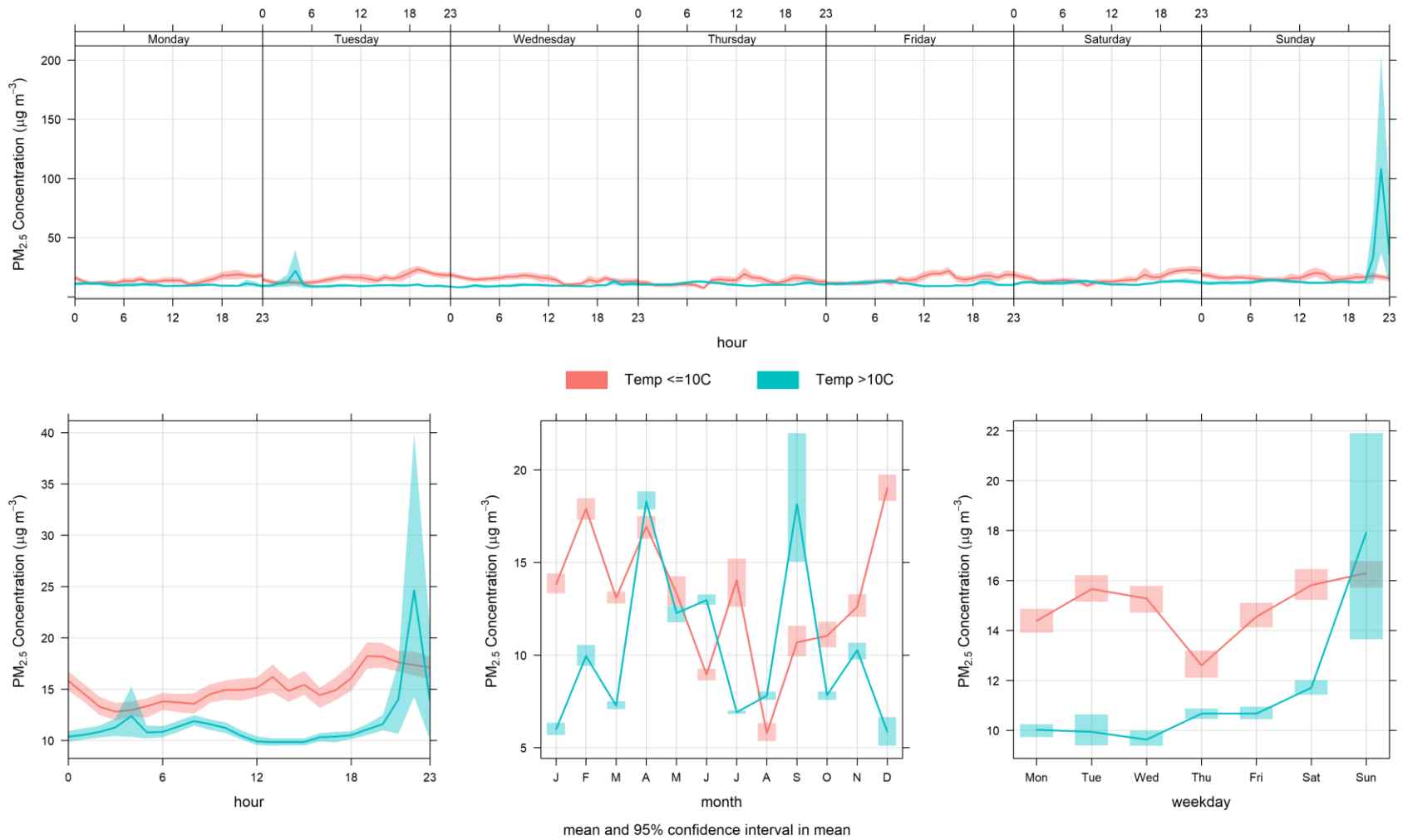


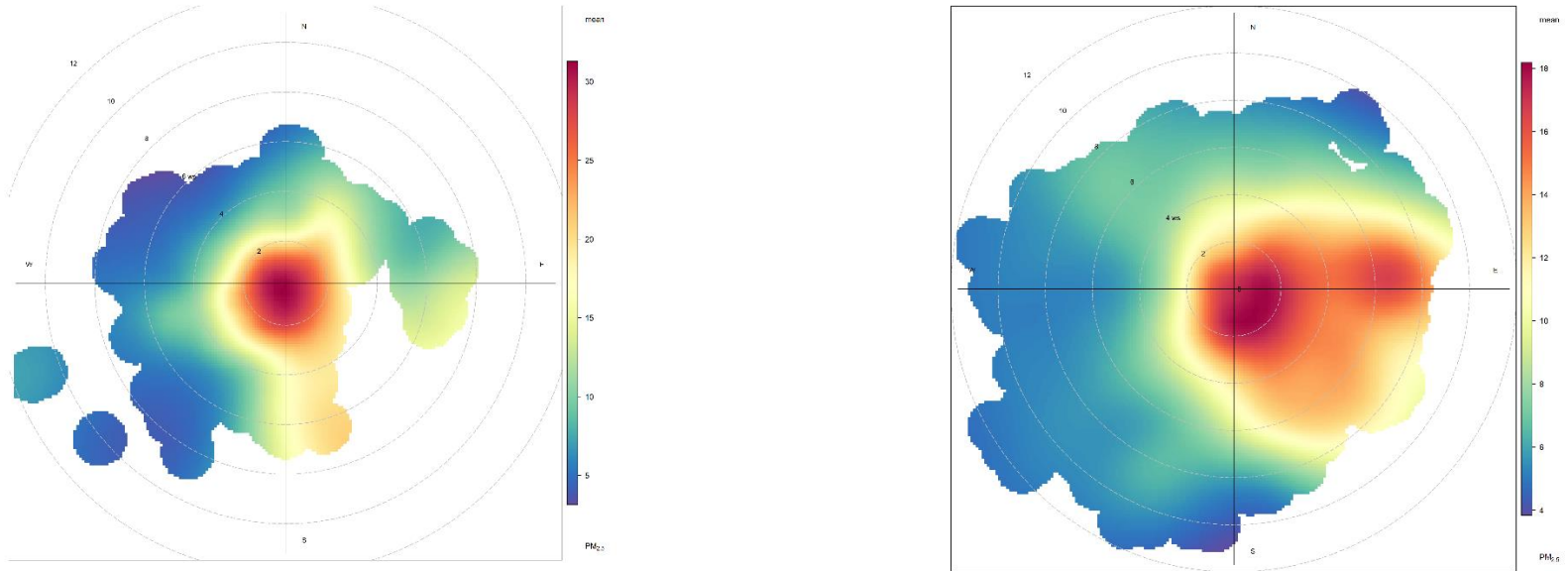
Figure A2.2: Time variation plot of measured PM_{2.5} concentrations (µg/m³) at Z1141, September 2022 to September 2023

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Figure A2.3: Time variation plot of measured PM_{2.5} concentrations (µg/m³) at Z1141, September 2022 to September 2023, with concentrations separated according to whether the ambient temperature was greater, or less than, 10°C



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Figure A2.4: Bivariate Pollution Roses at Z1141, September 2022 to September 2023, accounting for ‘cold winter nights’⁸ (a - left) and rest of the period (b - right), PM_{2.5} (µg/m³)

⁸ ‘Cold winter nights’ are defined in this study as any temperature <10°C, 6 pm to midnight, between 1st November 2022 to 1st March 2023.

Oakthorpe (Z1142)

Time Plots

A2.6 Figure A2.5 shows a similar pattern over time at Z1142 and the AURN sites. A visual examination of the data shows that the Zephyr and AURN average follow broadly similar patterns and that, where there are differences between the two; these differences appear on visual inspection to be smaller than the shared range in the two sets of concentrations. The highest concentrations at both types of sites appear to broadly coincide with the lowest air temperatures, with the data also showing some elevated concentrations in spring and late summer. It is difficult to say whether the higher concentrations which coincide with lower temperatures are caused by solid fuel burning, for the reasons set out in paragraphs 2.6 and 2.7.

Time Variation Plots

A2.7 Figure A2.6 shows measured data, according to day-of-the-week, month-of-the-year or time-of-the-day, across the monitoring period; the plot indicates elevated concentrations in the evening time, and on Thursday through to Sunday during September to December 2022, which may coincide with times of higher solid fuel burning.

A2.8 Figure A2.7, which shows measured data according to temperature, indicates elevated concentrations during times when temperatures are below 10°C, in the evening time in general and on Saturday and Sunday, which again, could indicate an influence from domestic solid fuel burning, although as discussed, it is difficult to attribute the elevated concentrations to this source with certainty.

Polar plots

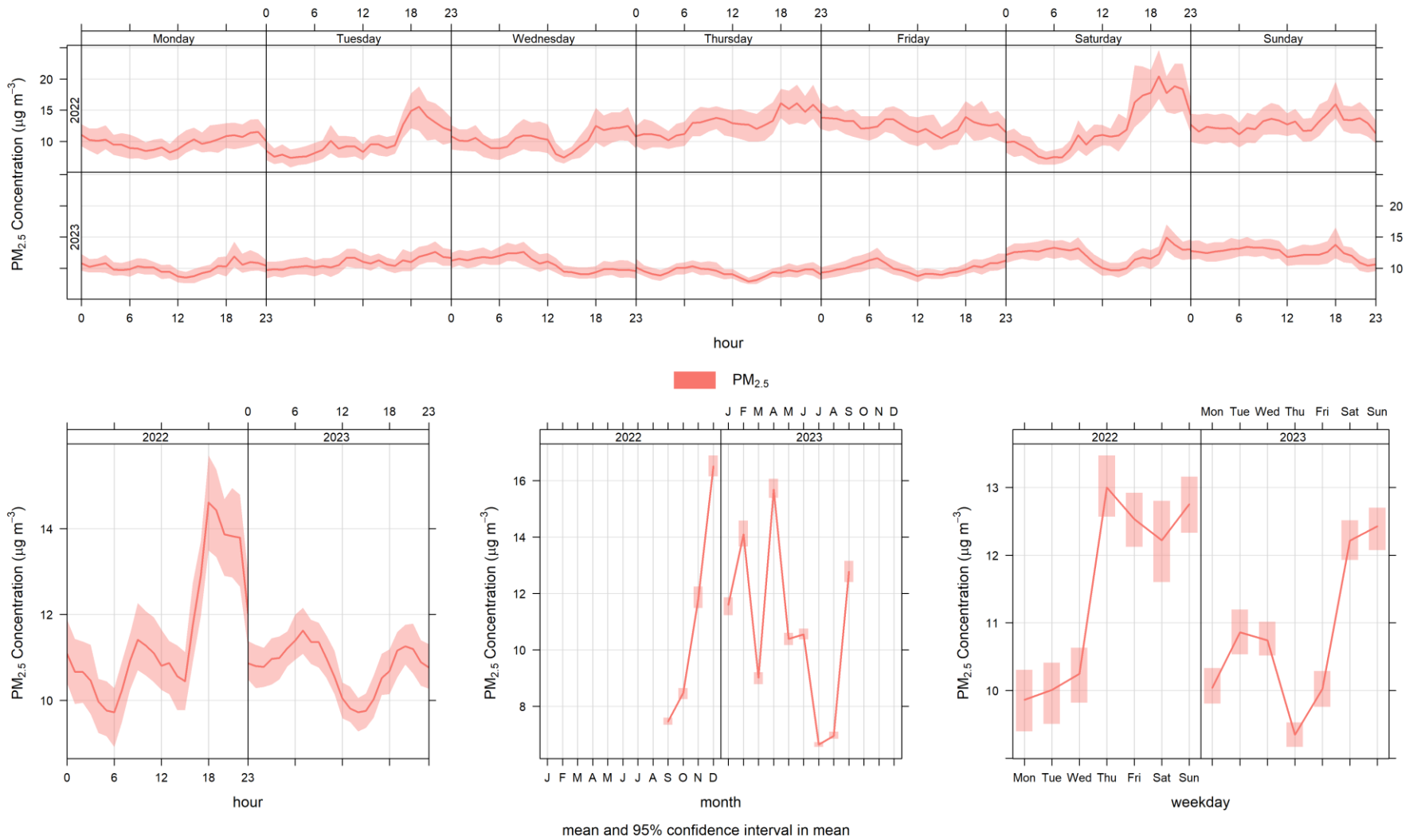
A2.9 Figure A2.8a, which shows measured data during cold winter nights⁹, shows the highest concentrations occurred during the lowest wind speeds (centre of the plot) from all wind directions and also at higher windspeeds when winds blew from the south. The all-other time plot (Figure A2.8b) has a stronger signal from the east and southeasterly directions. These are most likely to reflect long-range transport, although local sources, such as domestic solid fuel burning, may also affect the observed patterns.

⁹ 'Cold winter nights' are defined in this study as any temperature <10°C, 6 pm to midnight, between 1st November 2022 to 1st March 2023.

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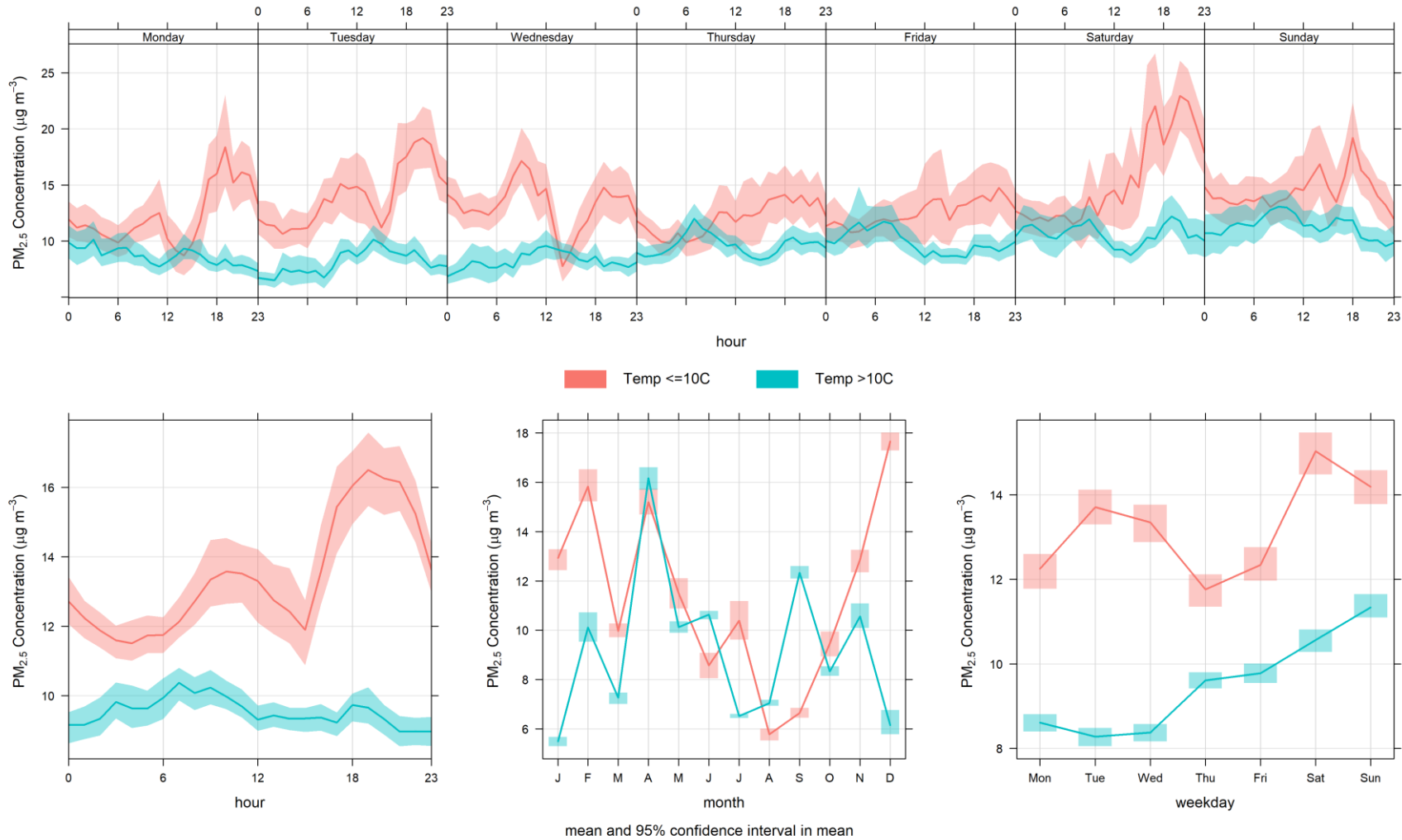


Figure A2.5: Time series plot of daily mean PM_{2.5} concentrations (µg/m³) at Z1142 (blue), average AURN PM_{2.5} concentrations (µg/m³) (red) and temperature (at Zephyr) (°C) (green), September 2022 to September 2023



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Figure A2.6: Time variation plot of measured PM_{2.5} concentrations (µg/m³) at Z1142, September 2022 to September 2023



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Figure A2.7: Time variation plot of measured PM_{2.5} concentrations (µg/m³) at Z1142, September 2022 to September 2023, with concentrations separated according to whether the ambient temperature was greater, or less than, 10°C

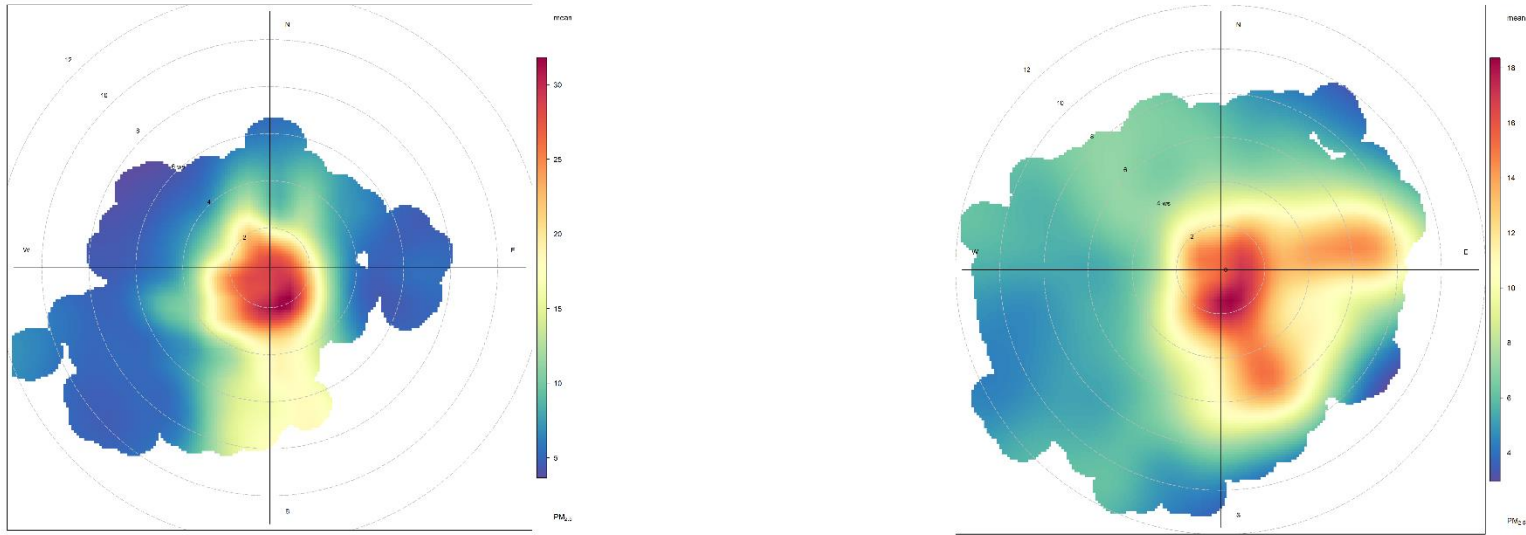


Figure A2.8: Bivariate Pollution Roses at Z1142, September 2022 to September 2023, accounting for 'cold winter nights'¹⁰ (a - left) and rest of the period (b - right), PM_{2.5} (µg/m³)

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North Kilworth (Z1083)

Time Plots

A2.10 Figure A2.9 shows a similar pattern over time at Z1083 and the AURN sites. A visual examination of the data shows that the Zephyr and AURN average follow broadly similar patterns and that, where there are differences between the two; these differences appear on visual inspection to be smaller than the shared range in the two sets of concentrations. The highest concentrations at both types of sites appear to broadly coincide with the lowest air temperatures, with the data also showing some elevated concentrations in spring and late summer. It is difficult to say whether the higher concentrations which coincide with lower temperatures are caused by solid fuel burning, for the reasons set out in paragraphs 2.6 and 2.7.

Time Variation Plots

A2.11 Figure A2.10 shows measured data, according to day-of-the-week, month-of-the-year and time-of-the-day, across the monitoring period; the plot indicates elevated concentrations on Thursday, Friday and Sunday during September to December 2022 and on Saturday and Sunday during January to September 2023. There also appear to be elevated concentrations in the morning. It is difficult to attribute these patterns to domestic solid fuel burning.

A2.12 Figure A2.11, which shows measured data according to temperature, clearly indicates elevated concentrations during times when temperatures are below 10°C, which could be attributable to domestic solid burning, but for reasons already set out, it is difficult to be definitive regarding source.

Polar plots

A2.13 Figure A2.12a, which shows measured data during cold winter nights, shows the highest concentrations occurred during the lowest wind speeds (centre of the plot), from all wind directions. The all-other time plot (Figure A2.12b) shows the highest concentrations also occur during a range of wind speeds, during winds with a southern and easterly component. The higher concentrations at lower windspeeds indicate the potential predominance of a local source, such as domestic solid fuel burning, but it is difficult to be definitive on sources of PM_{2.5}.

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Figure A2.9: Time series plot of daily mean PM_{2.5} concentrations (µg/m³) at Z1083 (blue), average AURN PM_{2.5} concentrations (µg/m³) (red) and temperature (at Zephyr) (°C) (green), September 2022 to September 2023

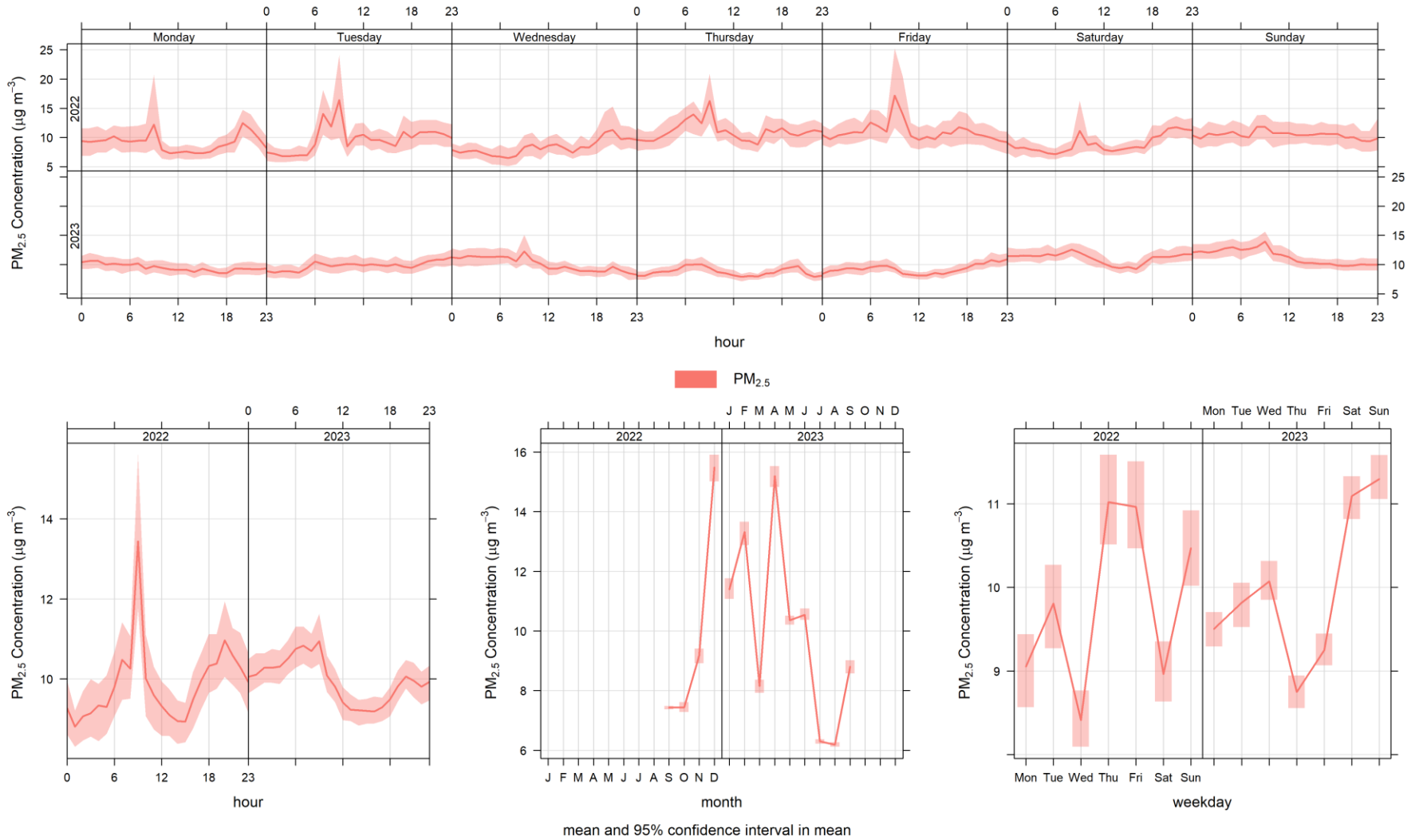


Figure A2.10: Time variation plot of measured PM_{2.5} concentrations (µg/m³) at Z1083, September 2022 to September 2023

275

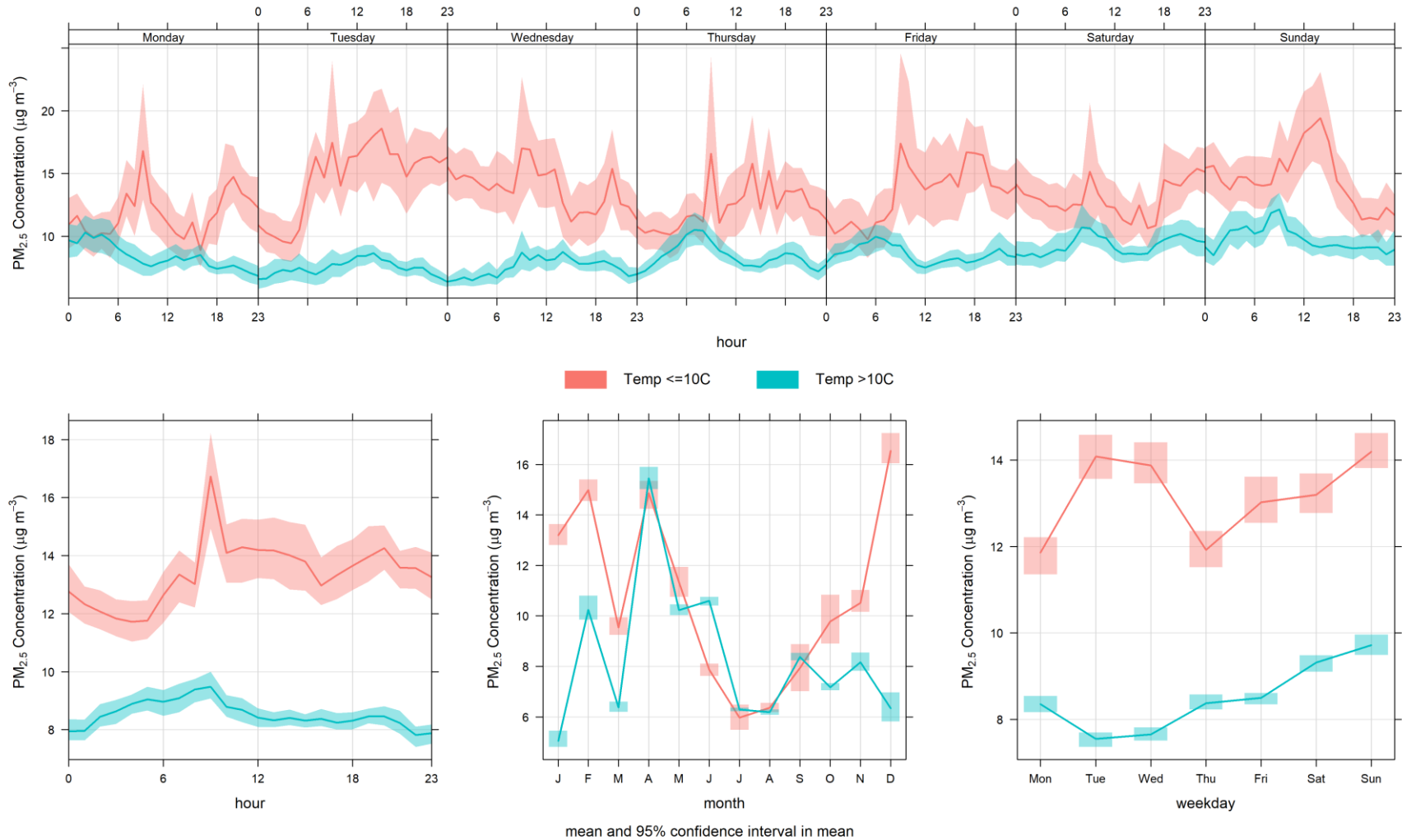


Figure A2.11: Time variation plot of measured PM_{2.5} concentrations ($\mu\text{g/m}^3$) at Z1083, September 2022 to September 2023, with concentrations separated according to whether the ambient temperature was greater, or less than, 10°C

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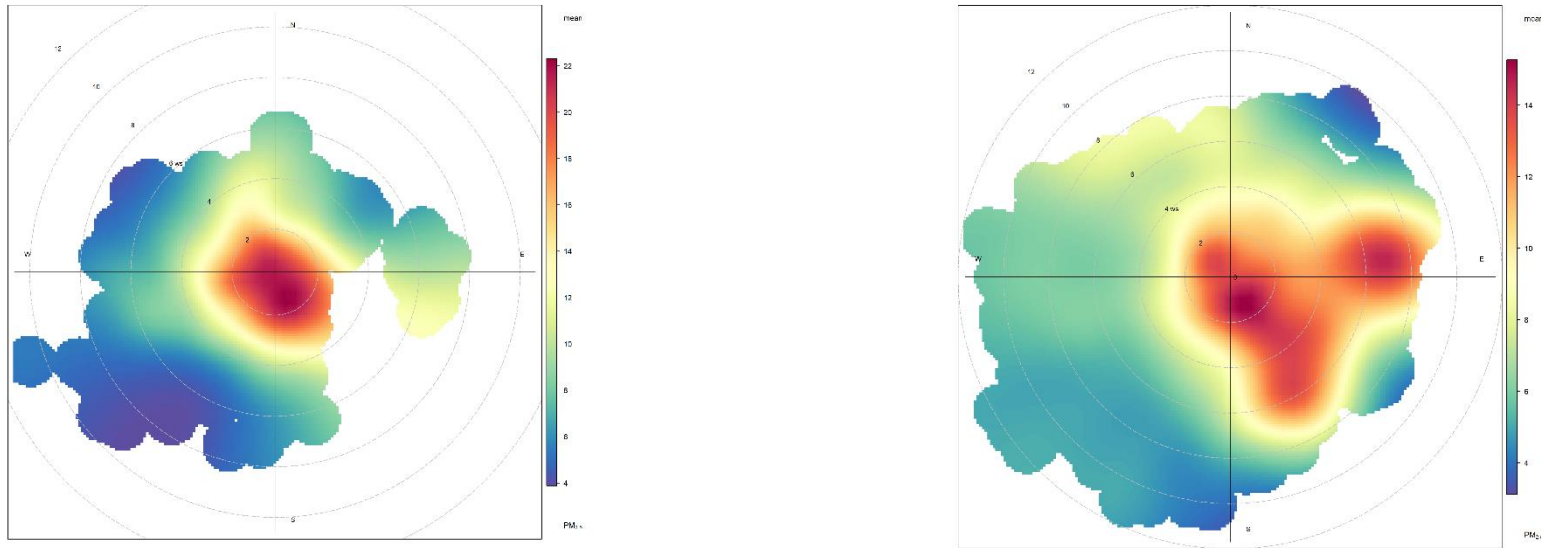


Figure A2.12: Bivariate Pollution Roses at Z1083, September 2022 to September 2023, accounting for ‘cold winter nights’¹⁰ (a - left) and rest of the period (b - right), PM_{2.5} (µg/m³)

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8. Appendix B: Communications Plan

DEFRA Air quality project

Communications plan

Project manager	Clare Proudfoot
Author	Caroline Ormond
Date	June 2022
Last updated	June 2022

Background

- North West Leicestershire District Council (NWLDC) and Harborough District Council (HDC) have successfully bid for DEFRA funding to look into air quality issues
- There are two grants - a capital grant for monitoring equipment and surveys (£21,240), and a revenue grant for data analysis (£6,000) totalling £27,240. Match funding from both councils provides a further £2,745 (based on officer time)
- The project (air quality monitoring, surveying and targeted behaviour change campaigning) will be located in two settlements – Donisthorpe and Oakthorpe in North West Leicestershire and Kilworth in Harborough
- The chosen communities do not have mains gas supply in the main and households may use solid fuel as their main heating system. Some households may still receive free coal.
- The project will monitor for particulates (tiny, harmful particles that are released into the air when burning solid fuels, and from other sources) in each community
- Monitors will be installed within the settlements to give readings of particulate levels every 15 minutes – this monitoring will take place over 12 months, giving the councils a good idea of particulate concentration in the air, and any variations over time
- The monitoring equipment is the same used elsewhere in each district
- The campaign aims to educate people – within the target settlements and across each district - about the negative impact of burning solid fuels – and hopes to lead to behaviour change with people choosing cleaner fuels or alternative heating systems, and maintaining their existing systems

Target audiences

- Residents in project communities – Oakthorpe and Donisthorpe, and Kilworth – This will be a 50% random selection of properties out of the total number.
- Selected households in project communities – a targeted survey group to complete a follow up survey
- Parish councils
- Community groups – online and in person
- All district residents
- Ward councillors
- All councillors

Key messages

- Particulates can be damaging to people who breathe them in, particularly those with respiratory illnesses, like Asthma, younger people and older people
- In communities like Oakthorpe and Donisthorpe / Kilworth, there could be increased amounts of particulates in the air because more people may burn solid fuel as their main heat source (because there is no mains gas)
- Everyone can help to reduce particulates in the air. Simple changes can make a big difference:
 - Change the appliance (moving to a modern wood burner from an open fire cuts down particulates by about 90%)
 - Change the fuel you use to a 'cleaner' solid fuel (e.g. burning seasoned, rather than unseasoned wood reduces particulates)
 - Maintain your system (e.g. sweep the chimney once a year)
- Your local district council is monitoring air quality in your community to get a clearer picture of particulates present in the air you breathe
- This project aligns with NWLDC and HDC's ongoing air quality monitoring strategy, which, along with other local authorities across the UK has focussed on traffic related pollutants such as nitrogen dioxide. Consideration of particulates is part of a shift in focus at national level through updated legislation, which is likely to require further action by local authorities.
- North West Leicestershire and Harborough have generally good air quality. Councils have a duty to monitor to help make improvements in areas that are found to have poorer air quality

<p>Objectives</p>	<ul style="list-style-type: none"> • To recruit residents to a targeted survey group, to improve response rates • To raise awareness about the negative impact of solid fuel burning, fuel choice, heating system choice and maintenance within the targeted group and wider community surveyed • To communicate effectively about the monitoring, minimising any anxiety amongst the communities • To effectively communicate the results of the monitoring and next steps • To build on DEFRA's existing 'Burn better' campaign and the existing Global Action Plan resources (using graphics and branding where possible)
<p>Communication tools (think about your audiences – what are the best ways of communicating with them?)</p>	<ul style="list-style-type: none"> • Leaflets / letters – hand delivered and posted out • Community events – face to face • Direct contact with key stakeholders and influencers – phone and email • Social media (organic and paid), using known influencers, community groups, with graphics and video content to increase reach • Traditional media • E-newsletters • Internal communications – intranet / Member Hub / newsletters

Date	What is being communicated?	To who?	Using which communication tool(s)?	Key message	How will you monitor communication success?
4.4.22 282	Announcement of funding	All audiences	News release Social media Member communication Internal communication	NWLDC and HDC have been granted funding to raise awareness and tackle air pollution in the two districts	Story carried in five local media outlets (7 instances) Leicester Mercury x 3 Burton Mail x 1 Nub News x 1 Harborough FM x 1 Harborough Mail x 1 Social media engagement rate / reach
16.6.22	Clean Air Day Initial gentle messaging giving key messages about solid fuel	All audiences	Social media	Appliance Fuel Maintenance	Social media engagement rate / reach
June 2022	Overview of project Installation of monitoring equipment	All audiences	News release and photo opp Social media Member communication	Project overview Photo showing equipment Appliance Fuel Maintenance	<i>This didn't happen due to delays in installing the equipment.</i>

Sep 2022	Overview of project – request for support	Parish councils Ward councillors – Cllr Ashman	Direct contact (phone / email)	Overview of project How parish councils can support	Parish councils agree to support the project Ward councillors aware of the project and committed to raising awareness
Sep 2022	Recruitment of targeted survey group	Target households	Leaflet drop Social media (targeted – community groups)	'Get involved' messaging	Recruit target number of households
Sep / Oct 2022 283	Messaging giving key messages about solid fuel – awareness raising Installation of the monitoring equipment. Using national awareness days (e.g. Big Green Week) and festivals (e.g. Bonfire night) to promote messaging Sensitivity required around Cost of Living crisis	All audiences	Social media	Appliance Fuel Maintenance Cheapest clean fuel options in the winter months Maintenance increases efficiency	Social media engagement rate / reach HDC Twitter 432 Impressions 10 Engagements HDC Facebook 336 reach 7 engagements HDC press release x 1 Harborough FM x 1 NWLDC news release x 1 Story carried in three local media outlets – Nub News, Coalville Times, Leicester Mercury

					Four NWLDC Facebook posts during October 2022 – total reach 9,903 accounts
Oct / Nov 2022	Survey	Target communities Parish councils	Printed publicity (banners, posters, flyers) Social media (paid and organic) Direct contact (parish councils)	Take part in survey (incentive?)	No. of surveys completed
April 2023 284	Survey results	All audiences	News release (stats) Social media Member communication	Results of survey Link to project Appliance Fuel Maintenance	Story carried in two local media outlets – Nub News and Coalville Times One NWLDC Facebook post – total reach 1,191 accounts
March 2023	Follow up survey	Target households Target communities Parish councils	Target audience (previously respondents)	Take part in survey (incentive?)	No. of surveys completed
16 June	Clean Air Day	All audiences	News release Social media	Appliance Fuel Maintenance	No. of engagements HDC twitter 359 impressions

			Website		24 engagements
			Member comms		HDC Facebook 164 reach
			Internal comms		5 engagements
			Letters to 5 Schools in NWL - School Competition		HDC Instagram 229 reach 3 engagements
					NWLDC – one Facebook post (shared Clean Air Day assets) – 584 accounts reached

Possible opportunities:

- Halfway point – monitoring results
- Links with clean solid fuel suppliers (discount, sponsorship?)
- Competitions / incentives
- 'Show home' – linked to supplier, improves heating system and monitored for the community to see

9. Appendix C: Questionnaire Responses

**Solid Fuel Burning
Project:**
Summary of Baseline
Questionnaire Responses

January 2023



Experts in air quality
management & assessment

Document Control

Client	North West Leicestershire District Council	Principal Contact	Leigh Oliver
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Job Number	J10-12348C-10
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Report Prepared By:	Dr Clare Beattie
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Document Status and Review Schedule

Report No.	Date	Status	Reviewed by
J10-12348C-10A/1/F1	12 January 2023	Draft	Choose an item.

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Registered Office: 23 Coldharbour Road, Bristol BS6 7JT
 Companies House Registration No: 2814570

1 Introduction

- 1.1 The objective of the project is to increase the level of knowledge of PM_{2.5} and ultimately reduce PM_{2.5} emissions by changing attitudes to solid fuel burning, resulting in behaviour change. There is increasing local public concern around PM_{2.5} across North West Leicestershire and Harborough, who are jointly undertaking this project. It is recognised that currently there is little information in relation to current concentrations, how concentrations vary across the districts and how the magnitude of contributions from different sources relate to the overall emissions. The project will use a combination of additional monitoring, and a public awareness programme to achieve these objectives.
- 1.2 The project started with communication around solid fuel burning (general social media posts etc), and when the air quality monitoring was installed. A baseline questionnaire survey was undertaken prior to the main winter solid fuel burning season, to gauge attitudes, and levels of solid fuel burning. The survey focused on the villages where monitoring is being undertaken, but was available more generally across the districts between 3rd October and 30th November 2022¹. This short note summarises the responses to the questionnaire up to the end of November 2022.
- 1.3 Further communications aimed at behaviour change (burning less and cleaner) are being undertaken throughout the winter season. Monitoring will continue for a year, in 3 locations identified as having the potential to have high levels of burning, following which a further questionnaire survey will be undertaken to assess any changes in attitudes or behaviour.
- 1.4 There were 73 responses (39 from Harborough District Council, 24 from North West Leicestershire District Council and 3 of unknown address).
- 1.5 The graphs in Section 3 are automatically produced by Power-Bi software.

¹ Available at <https://consultation.nwleics.gov.uk/communities/air-quality/>

2 Summary of Outcomes

- 2.1 The following summarises the key outcomes of the questionnaire responses for the baseline survey which ran from 3 October to the 30th November 2022. There was already a very high awareness of that solid fuel burning can have a detrimental effect on health (Figure 1).
- 2.2 Approximately 75% of respondents had burnt solid fuel (inside or outside) in the last 12 months (Figure 2), with most respondents who burnt inside, burning wood, or manufactured fuels/ smokeless coal (Figure 3). Most respondents who burnt outside, burnt charcoal or wood (Figure 4). There was a relatively low level of burning waste wood, garden waste or household rubbish (inside or outside) (Figure 5 and Figure 6).
- 2.3 The appliances used by respondents inside were mostly wood burners or enclosed fireplaces, followed by open fires, outside, appliances were mainly barbecues or chimeneas (Figure 7). Most respondents didn't know whether their burner is an appliance approved by Defra or ecodesign appliance, but in cases where respondents knew what type of burner they had, there was a good take up of Defra approved or ecodesign wood burners (Figure 8). It is likely that the respondents that knew what type of stove they had, were those who had purchased one recently.
- 2.4 The main purpose of burning was for heat, but some respondents also used their appliance for cooking, aesthetics and hot water (Figure 9). Most of the use of appliances was during the evenings, with weekends slightly more popular than during the week (Figure 10). Respondents mainly got their wood from specialist suppliers (also from their own garden, salvaged wood, landowners, fallen trees, family members etc) (Figure 11). Most respondents were not aware of Woodsure's Ready to Burn (Figure 12). However, despite this, the majority of respondents buy seasoned wood, or season it at home, with no respondents saying that they bought unseasoned wood (Figure 13).
- 2.5 With regards to maintenance, over half of respondents sweep their chimney/ maintain wood burner at least once a year (Figure 14). Roughly half of respondents thought the cost-of-living crisis would result in an increase in their burning habits (Figure 15).
- 2.6 90% of respondents would be willing to do a follow up survey, which should include comparable questions in order that changes in behaviours or attitudes can be picked up.

3 Data from Questionnaire Results

3.1 The following data have been provided by North West Leicestershire District Council, using Power-Bi software and are reproduced below.

1. Are you aware of the impacts of solid fuel burning and health impacts



Figure 1: Awareness of Solid Fuel Burning and Health Impacts

2. Have you, or anyone in your household, burned anything at your property in the last 12 months

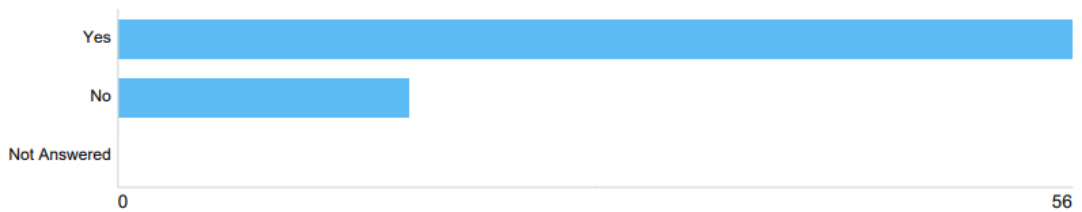


Figure 2: Burning Behaviour in last 12 months

3. Which of the following fuels have you burnt at your property in the last 12 months? - Yes - Burned inside

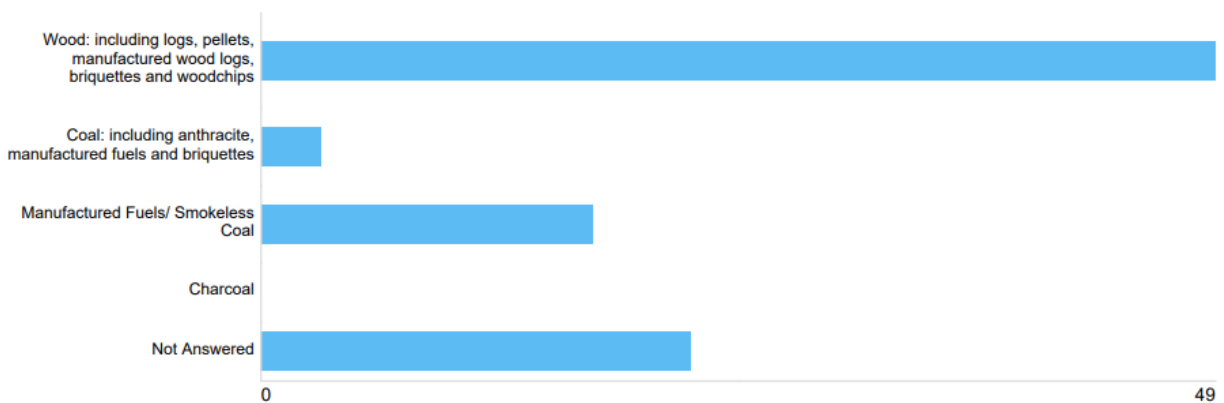


Figure 3: Fuels burned Inside in last 12 months

3. Which of the following fuels have you burnt at your property in the last 12 months? - Yes – Burned outside

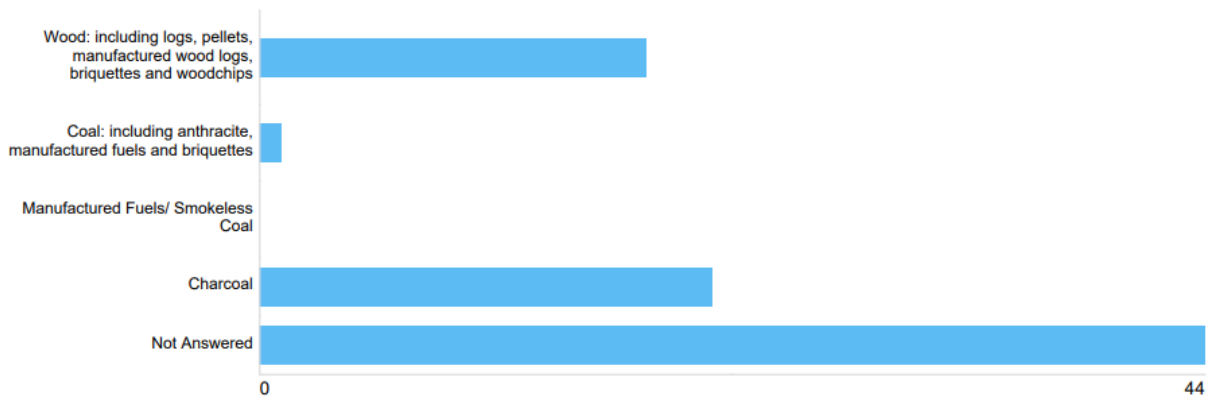


Figure 4: Fuels burned Outside in last 12 months

3. Which of the following fuels have you burnt at your property in the last 12 months? - Yes – Burned inside



Figure 5: Waste burned Inside in last 12 months

3. Which of the following fuels have you burnt at your property in the last 12 months? - Yes – Burned outside

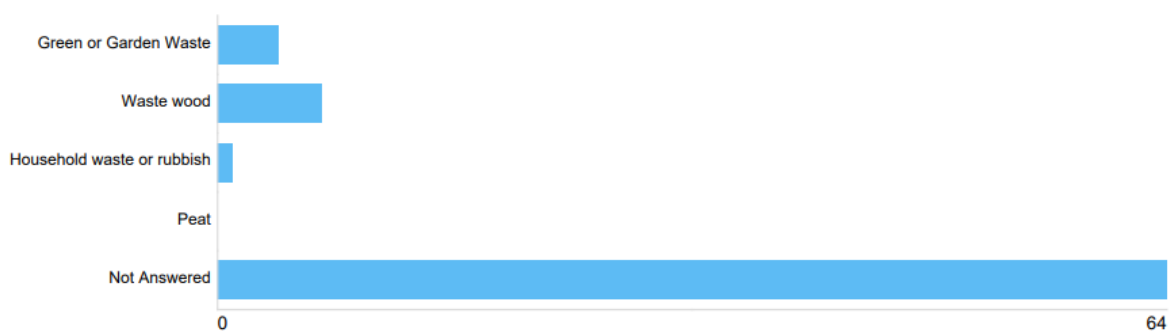


Figure 6: Waste burned Outside in last 12 months

4. Which appliance(s) have you used to burn solid fuel in the last 12 months

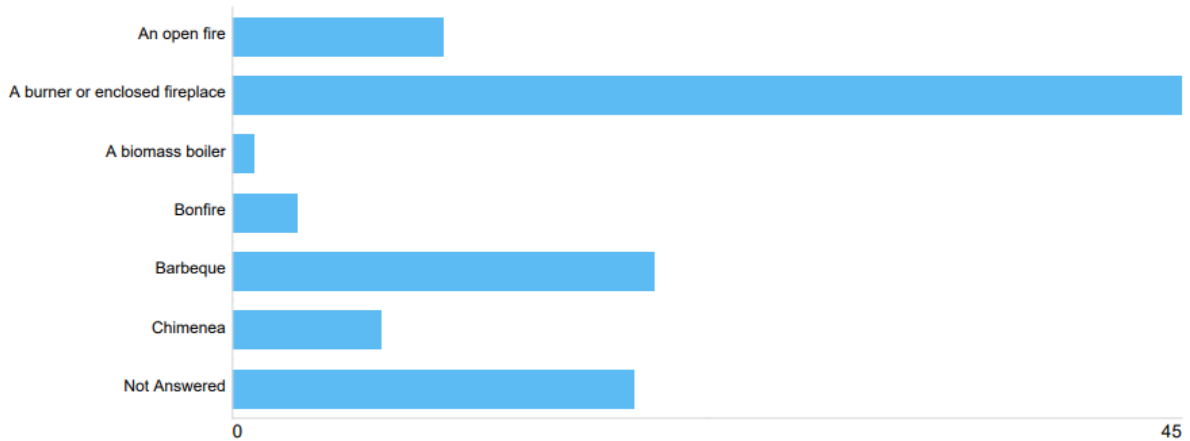


Figure 7: Appliances used in last 12 months

5. Thinking about your burner or enclosed fireplace, do you know if it is any of the following...

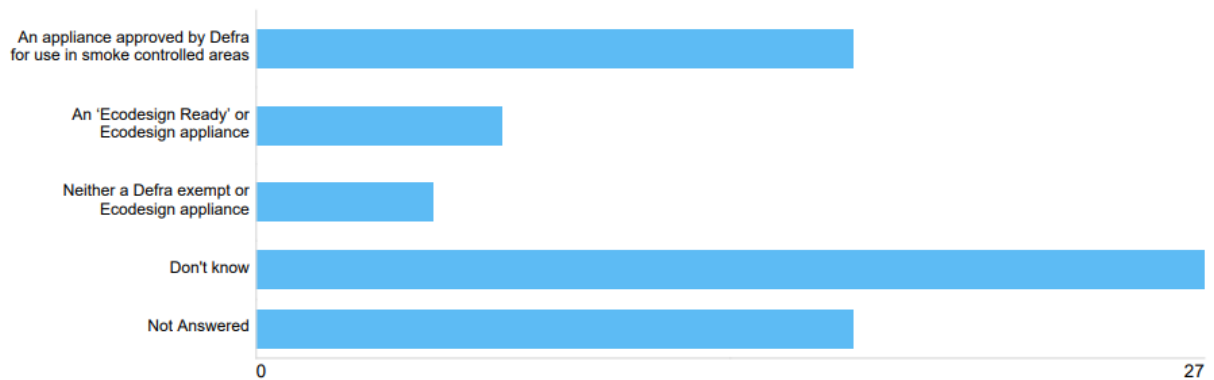


Figure 8: Types of wood burners/ enclosed fireplaces used

6. What is the main purpose of the appliance(s) you use?

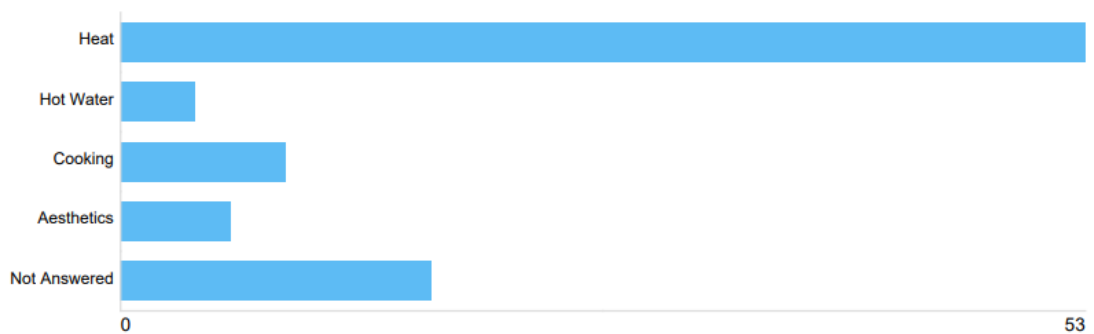


Figure 9: Purpose of Appliance

7. In a typical week in winter, at what times of day are you likely to burn inside? Tick as many as required

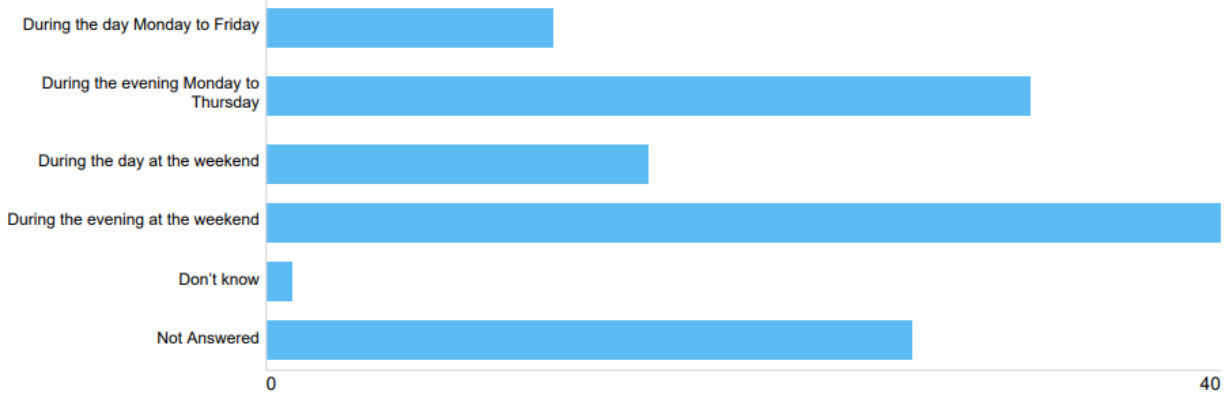


Figure 10: Times of day Inside Burning Takes Place

8. Where does the solid fuel that you burn mostly come from?

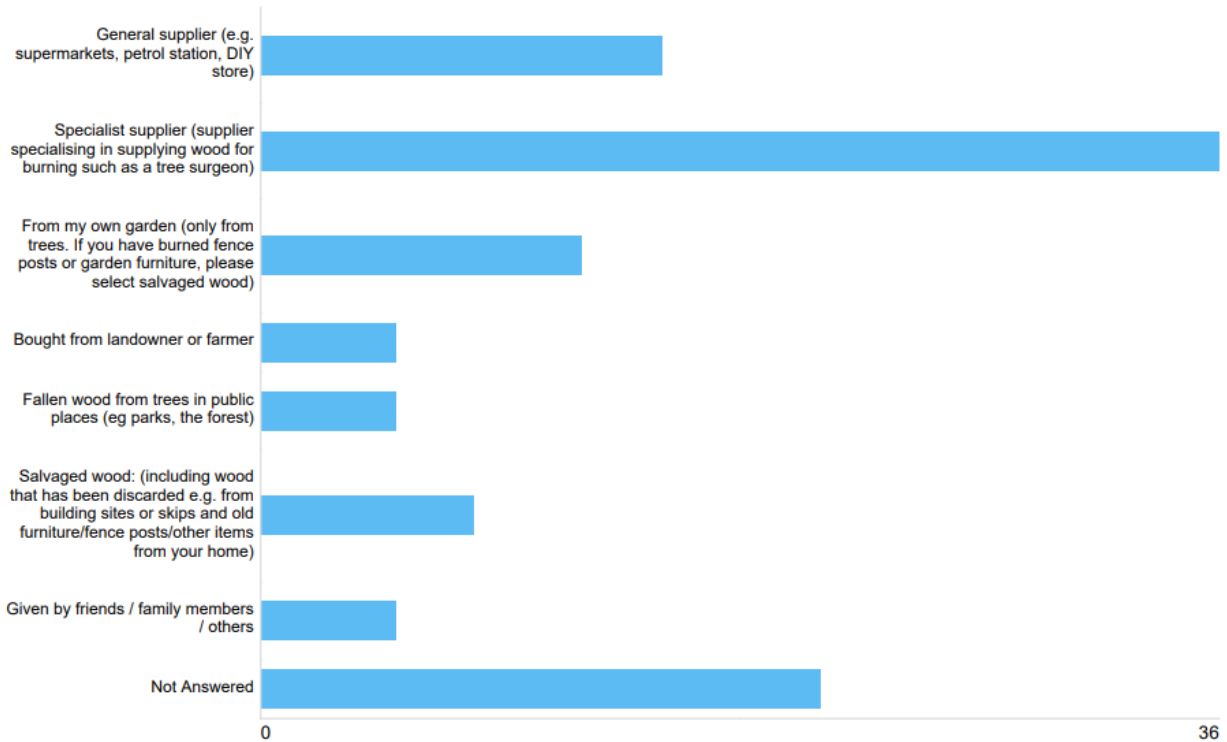


Figure 11: Supply of Solid Fuels

9. Are you aware of the Woodsure "Ready to Burn" certification?

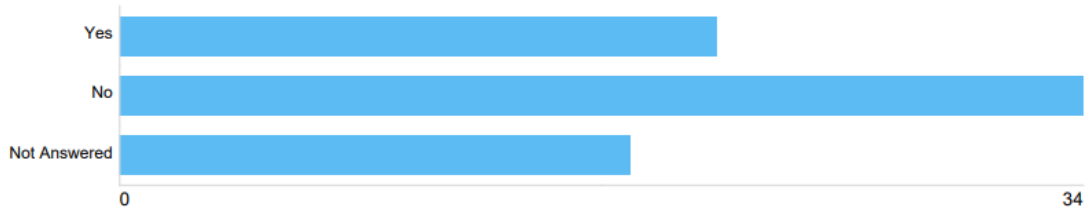


Figure 12: Awareness of Woodsure 'Ready to Burn' Certification

10. How would you describe the seasoning of most of the wood you burn?

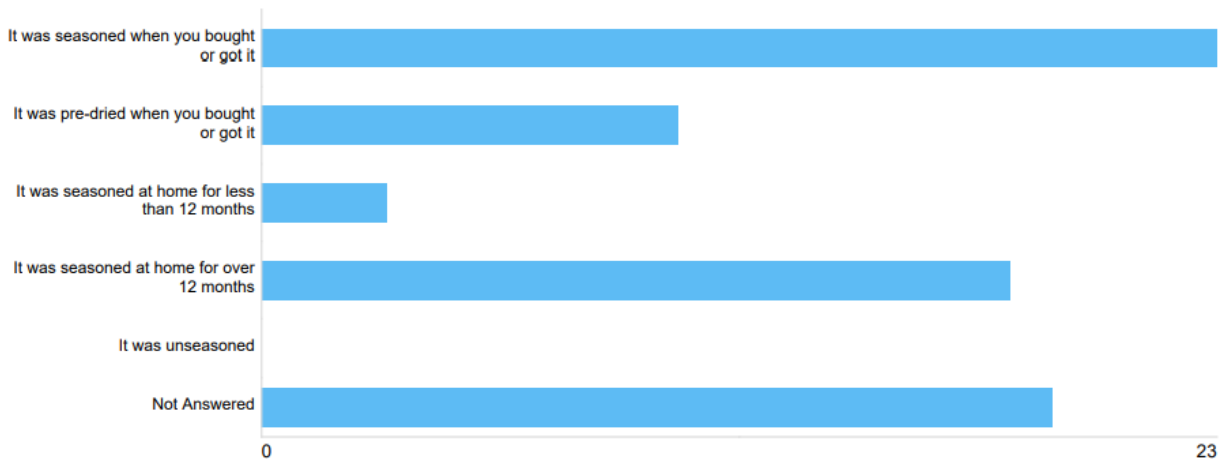


Figure 13: Seasoning of Wood

11. How often do you maintain your wood burner/ sweep your chimney?

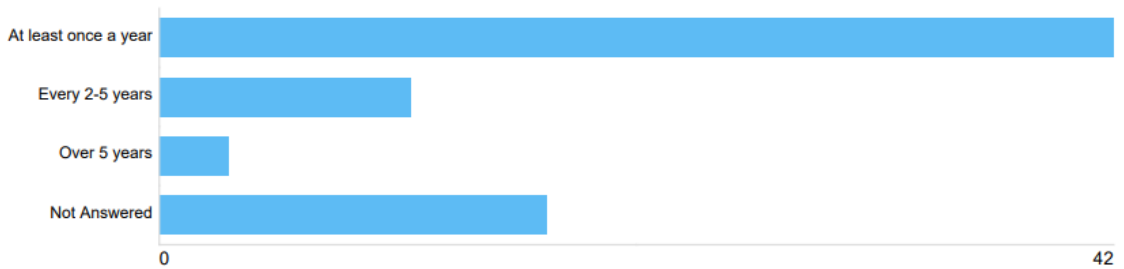


Figure 14: Maintenance of Wood Burner and Chimney

12. Do you anticipate the Cost of Living Crisis changing your behaviour in relation to solid fuel burning?

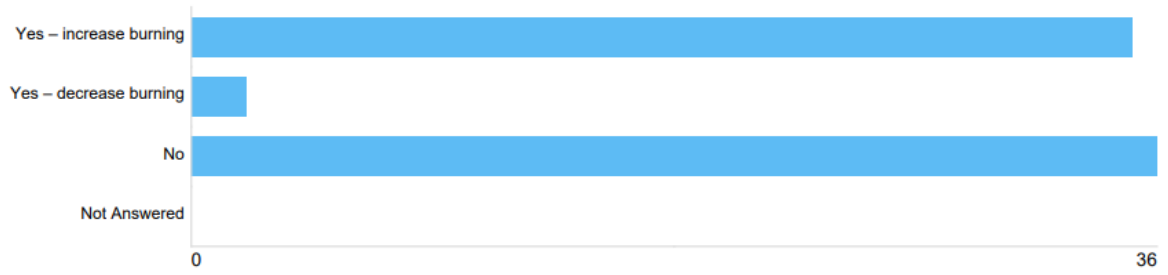


Figure 15: Effect of Cost-of-Living Crisis on Behaviour

**Solid Fuel Burning
Project:**
Summary of Follow Up
Questionnaire Responses

April 2024



Experts in air quality
management & assessment

Document Control

Client	North West Leicestershire District Council	Principal Contact	Minna Scott
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Job Number	J10-12348C-10
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Report Prepared By:	Dr Clare Beattie
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Document Status and Review Schedule

Report No.	Date	Status	Reviewed by
J10-12348C-10A/3/F1	4 April 2024	Draft	Choose an item.

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1 Introduction

- 1.1 The objective of the project is to increase the level of knowledge of PM_{2.5} and ultimately reduce PM_{2.5} emissions by changing attitudes to solid fuel burning, resulting in behaviour change. There is increasing local public concern around PM_{2.5} across North West Leicestershire and Harborough, who are jointly undertaking this project. It is recognised that currently there is little information in relation to current concentrations, how concentrations vary across the districts and how the magnitude of contributions from different sources relate to the overall emissions. The project will use a combination of additional monitoring, and a public awareness programme to achieve these objectives.
- 1.2 A baseline questionnaire survey was undertaken prior to the main winter solid fuel burning season, to gauge attitudes, and levels of solid fuel burning. The survey focussed on the villages where monitoring is being undertaken, but was available more generally across the districts between 3rd October and 30th November 2022. A second survey using the same questions was undertaken between March 2023 and end of May 2023. Both questionnaires are summarised in similar notes.
- 1.3 This note summarises the follow up questionnaire to those which had filled out the first wave questionnaire, for which there were 30 responses.
- 1.4 The graphs in Section 3 are automatically produced by Power-Bi software.

2 Summary of Outcomes

- 2.1 The following summarises the key outcomes of the questionnaire responses for the follow up survey (ie those which had responded to the baseline survey and were willing to have a second survey to assess any changes in behaviour etc). The survey ran from 31st March to the end of May 2023. The majority of respondents (63%) had not changed burning behaviour, with 20% having increased burning and 13% having reduced burning (Figure 1). Reasons for the change in behaviour were mainly described as 'other' with some changing due to cost reasons (Figure 2). Most respondents who burnt inside, burnt wood, or the same fuels as burnt 6 months ago (Figure 3). Most respondents who burnt outside, burnt charcoal or wood (Figure 4).
- 2.2 The appliances used by respondents inside were mostly wood burners or enclosed fireplaces, outside, appliances were mainly barbeques, bonfires or chimeneas (Figure 5).
- 2.3 Most of the use of appliances was during the evenings, with weekends slightly more popular than during the week (Figure 6). 47% of respondents thought that their awareness of the impacts of solid fuel burning had increased (Figure 7), with most respondents obtaining information from national press articles, with fewer from social media posts or local press articles (Figure 8).

3 Data from Questionnaire Results

3.1 The following data have been provided by North West Leicestershire District Council, using Power-Bi software and are reproduced below.

3. Have you changed your burning behaviour in the last 6 months (ie since the previous questionnaire)? If you select Other then please describe in the box provided.

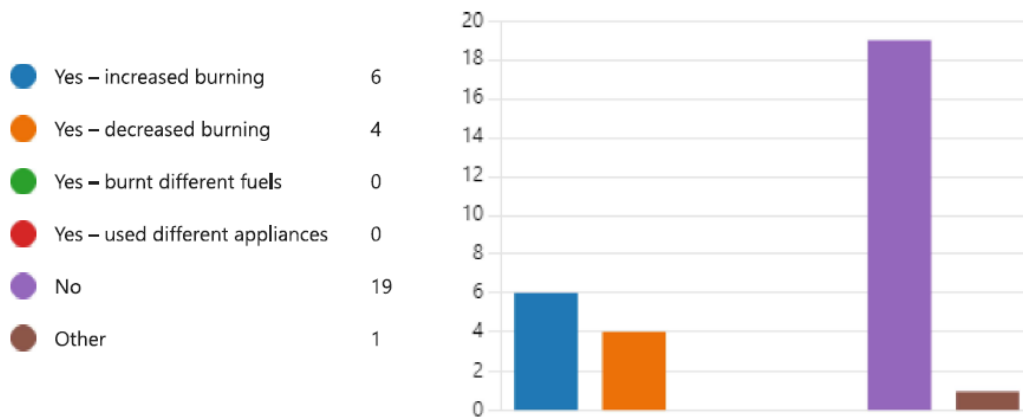


Figure 1: Changes to Burning Behaviour in the last 6 months

4. What was the main reason for any changes described above? If you select Other then please describe in the box provided.

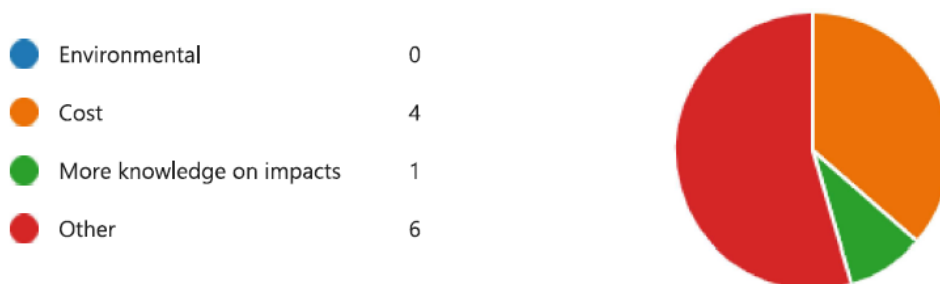


Figure 2: Main Reason for any Changes

5. Which of the following fuels have you burnt Inside your property in the last 12 months? For example on an open fire or wood burning stove. Tick as many as required

■ Yes - Burned inside ■ No

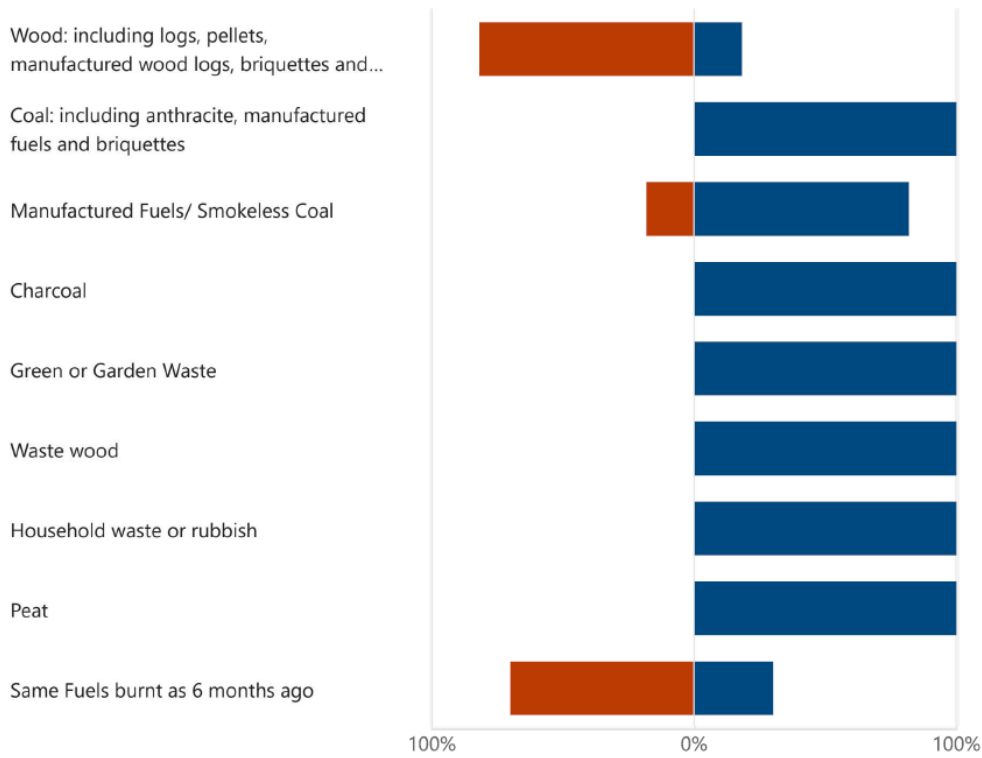


Figure 3: Fuels burned Inside in last 12 months

6. Which of the following fuels have you burnt Outside your property in the last 12 months? For example on a bonfire, barbecue or chimenea. Tick as many as required

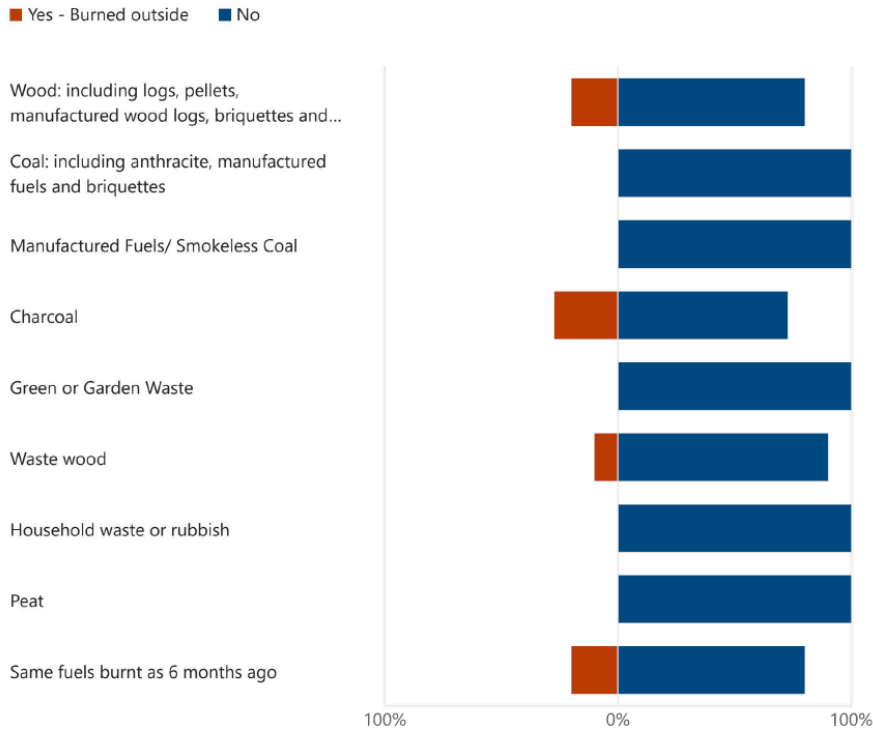


Figure 4: Fuels burned Outside in last 12 months

7. Which appliance(s) have you used to burn solid fuel in the last 6 months? Tick as many as required

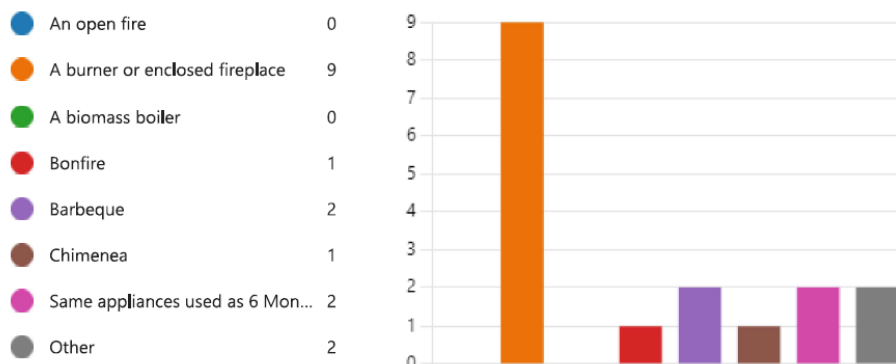


Figure 5: Appliances used in last 12 months

8. In a typical week in winter, at what times of day are you likely to burn inside? Tick as many as required
If you tick Other then please describe in the box provided

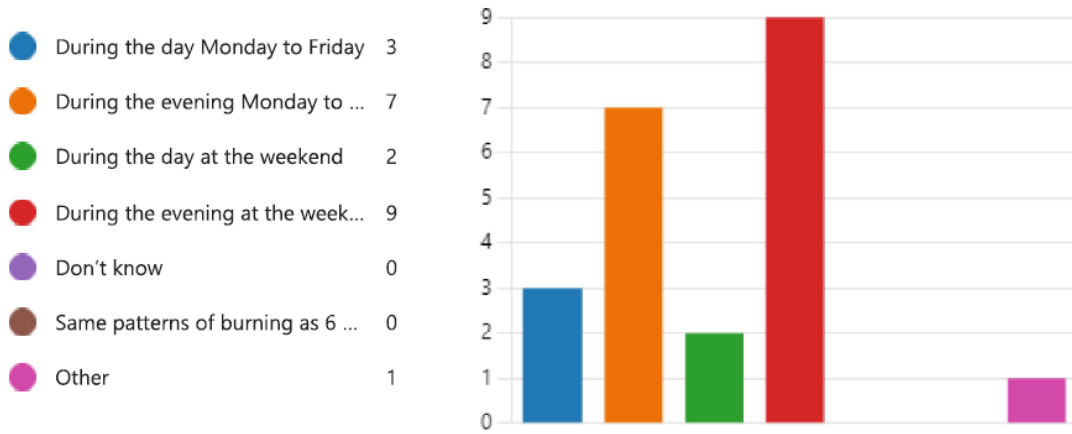


Figure 6: Times of day Inside Burning Takes Place

9. Has your awareness of the impacts of solid fuel burning increased?



Figure 7: Awareness of the Impacts of Solid Fuel Burning

10. If your awareness has increased, where have you obtained the information from? If you select Other then please describe in the box provided.

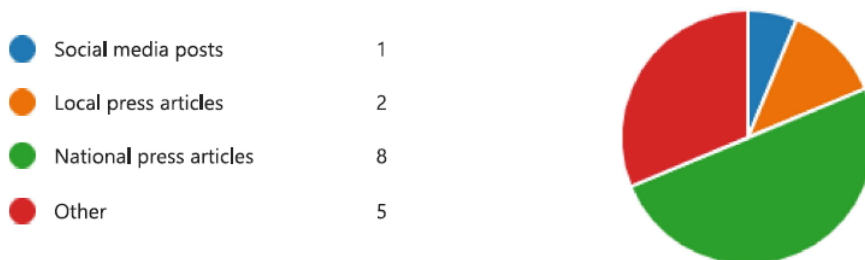


Figure 8: Where has the Information come from for any Awareness?

**Solid Fuel Burning
Project:**
Summary of Second Wave
Questionnaire Responses

April 2024



Experts in air quality
management & assessment

Document Control

Client	North West Leicestershire District Council	Principal Contact	Minna Scott
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Job Number	J10-12348C-10
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Report Prepared By:	Dr Clare Beattie
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Document Status and Review Schedule

Report No.	Date	Status	Reviewed by
J10-12348C-10A/2/F1	4 April 2024	Draft	Choose an item.

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1 Introduction

- 1.1 The objective of the project is to increase the level of knowledge of PM_{2.5} and ultimately reduce PM_{2.5} emissions by changing attitudes to solid fuel burning, resulting in behaviour change. There is increasing local public concern around PM_{2.5} across North West Leicestershire and Harborough, who are jointly undertaking this project. It is recognised that currently there is little information in relation to current concentrations, how concentrations vary across the districts and how the magnitude of contributions from different sources relate to the overall emissions. The project will use a combination of additional monitoring, and a public awareness programme to achieve these objectives.
- 1.2 A baseline questionnaire survey was undertaken prior to the main winter solid fuel burning season, to gauge attitudes, and levels of solid fuel burning. The survey focussed on the villages where monitoring is being undertaken, but was available more generally across the districts between 3rd October and 30th November 2022. This questionnaire is summarised in a similar note.
- 1.3 a second survey was undertaken between 31 March 2023 and end of May 2023. This note summarises the responses to this second wave of questionnaire results for which there were 27 responses.
- 1.4 The graphs in Section 3 are automatically produced by Power-Bi software.

2 Summary of Outcomes

- 2.1 The distribution of responses to different questions was very similar to the baseline questionnaire results, suggesting a degree of robustness of the outcomes.
- 2.2 The following summarises the key outcomes of the questionnaire responses for the survey which ran from 31 March 2023 to the end of May 2023. There was already a very high awareness (100%) of that solid fuel burning can have a detrimental effect on health (Figure 1).
- 2.3 Approximately 85% of respondents had burnt solid fuel (inside or outside) in the last 12 months (Figure 2), with most respondents who burnt inside, burning wood, or manufactured fuels/ smokeless coal (Figure 3). Most respondents who burnt outside, burnt charcoal or wood (Figure 4). There was some burning of burning garden waste (mainly outside) (Figure 4).
- 2.4 The appliances used by respondents inside were mostly wood burners or enclosed fireplaces, followed by open fires, outside, appliances were mainly barbecues, chimeneas or bonfires (Figure 5). Most respondents didn't know whether their burner is an appliance approved by Defra or ecodesign appliance, but in cases where respondents knew what type of burner they had, there was a good take up of Defra approved wood burners (Figure 6). It is likely that the respondents that knew what type of stove they had, were those who had purchased one recently.
- 2.5 The main purpose of burning was for heat, but some respondents also used their appliance for cooking, aesthetics and hot water (Figure 7). Most of the use of appliances was during the evenings, with weekends and weekdays equally popular (Figure 8). Respondents mainly got their wood from specialist suppliers (also from their general suppliers, their own garden, salvaged wood, landowners, fallen trees, family members etc) (Figure 9). Most respondents were not aware of Woodsure's Ready to Burn (Figure 10). However, despite this, the majority of respondents buy seasoned wood, or season it at home, with only 1 respondent saying that they bought unseasoned wood (Figure 11).
- 2.6 With regards to maintenance, nearly 70% of respondents sweep their chimney/ maintain wood burner at least once a year (Figure 12). Approximately 40% of respondents thought the cost-of-living crisis would result in an increase in their burning habits (Figure 13).

3 Data from Questionnaire Results

3.1 The following data have been provided by North West Leicestershire District Council, using Power-Bi software and are reproduced below.

3. Are you aware that solid fuel burning can increase air pollution which can have a detrimental effect on health?

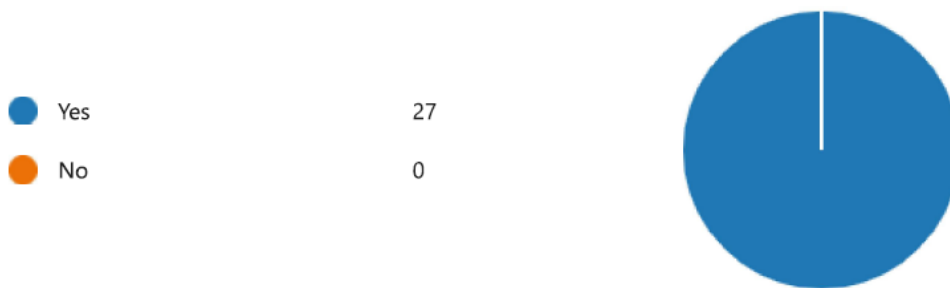


Figure 1: Awareness of Solid Fuel Burning and Health Impacts

4. Have you, or anyone in your household, burned anything at your property in the last 12 months? This can be anything you have burnt inside, for example on an open fire or a wood burner, or outside, for example on a bonfire, a barbecue or a chimenea



Figure 2: Burning Behaviour in last 12 months

5. Which of the following fuels have you burnt Inside your property in the last 12 months? For example on an open fire or wood burning stove. Tick as many as required

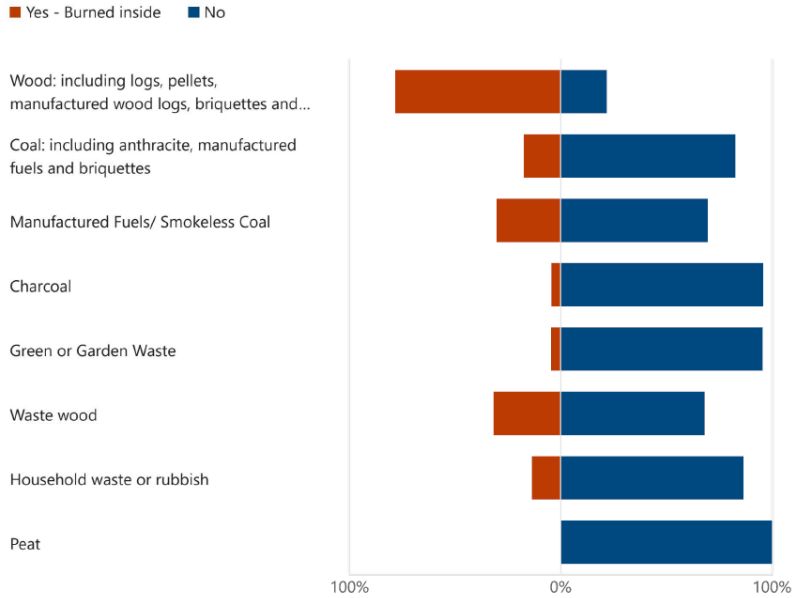


Figure 3: Fuels burned Inside in last 12 months

6. Which of the following fuels have you burnt Outside your property in the last 12 months? For example on a bonfire, barbecue or chimenea. Tick as many as required

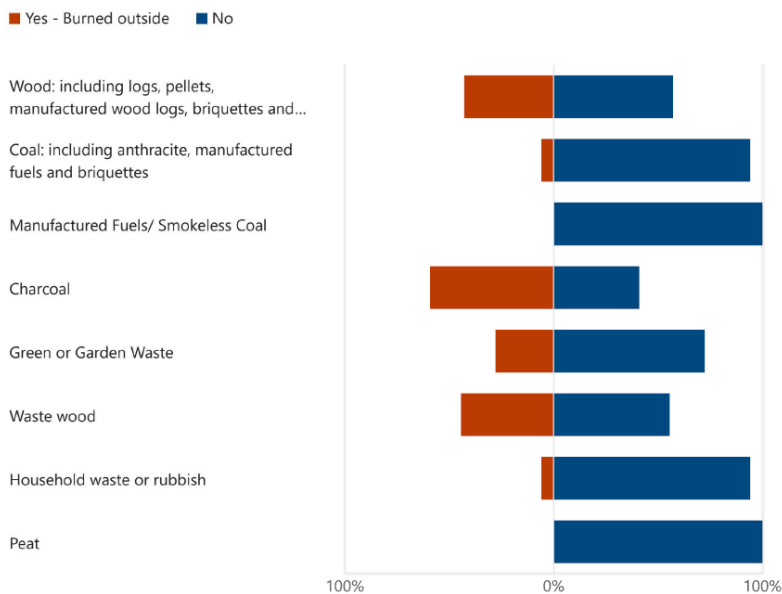


Figure 4: Fuels burned Outside in last 12 months

8. Which appliance(s) have you used to burn solid fuel in the last 12 months? Tick as many as required

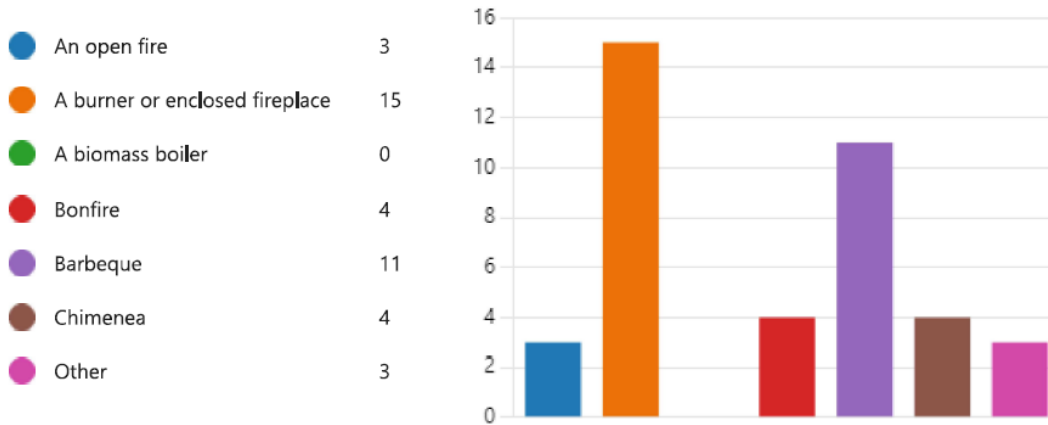


Figure 5: Appliances used in last 12 months

9. Thinking about your burner or enclosed fireplace, do you know if it is any of the following... Choose one option



Figure 6: Types of wood burners/ enclosed fireplaces used

10. What is the main purpose of the appliance(s) you use? Tick as many as required

If you tick Other then please describe in the box provided



Figure 7: Purpose of Appliance

11. In a typical week in winter, at what times of day are you likely to burn inside? Tick as many as required
 If you tick Other then please describe in the box provided

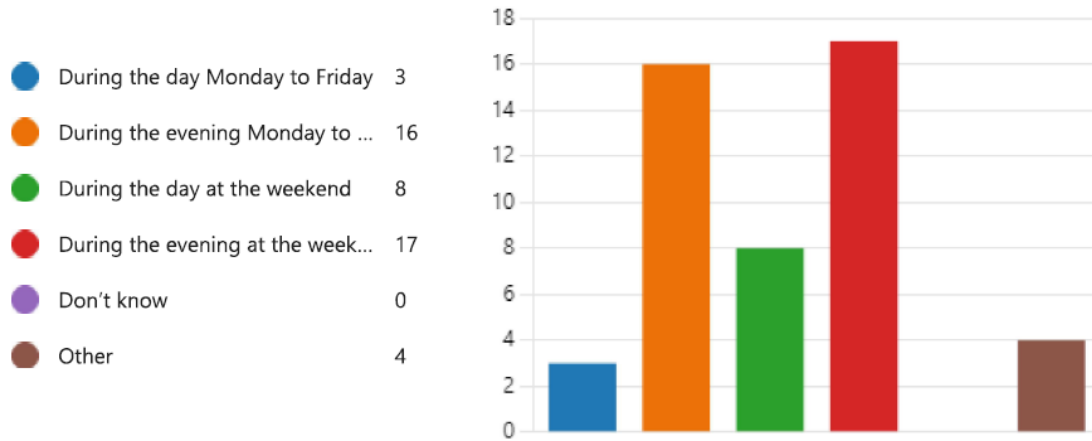


Figure 8: Times of day Inside Burning Takes Place

12. Where does the solid fuel that you burn mostly come from? Tick as many as required
 If you tick Other then please describe in the box provided

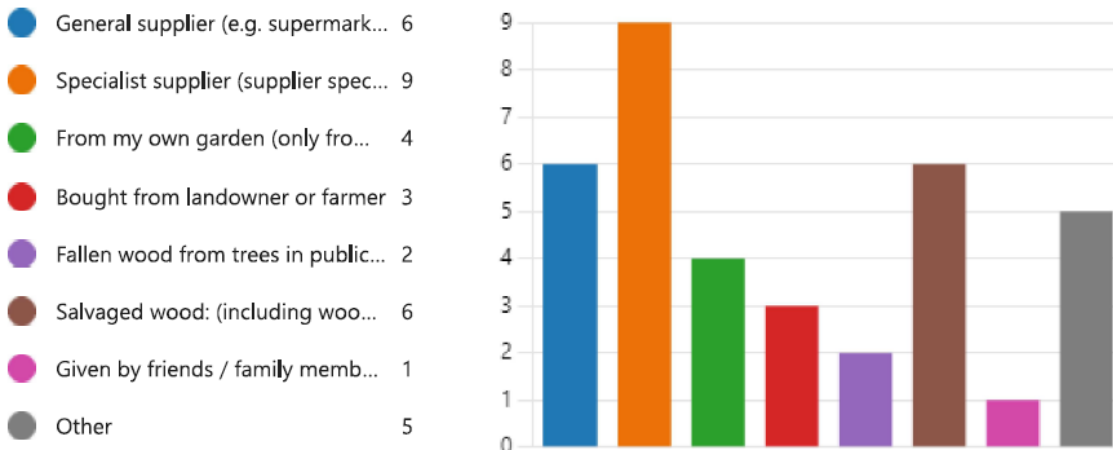


Figure 9: Supply of Solid Fuels

13. Are you aware of the Woodsure "Ready to Burn" certification?

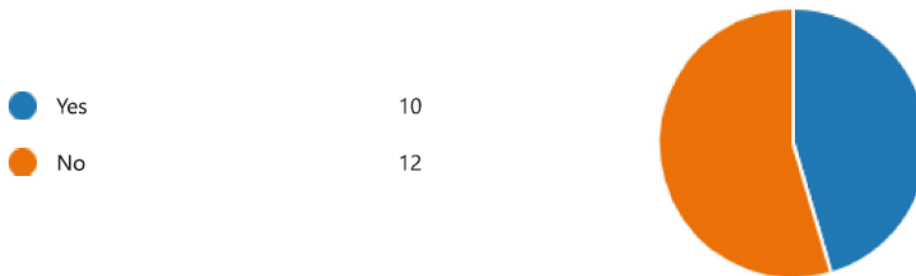


Figure 10: Awareness of Woodsure 'Ready to Burn' Certification

14. How would you describe the seasoning of most of the wood you burn? (ie leaving the wood to dry for a period after the tree has been felled or cut) Choose one option
If you choose Other then please describe in the box provided

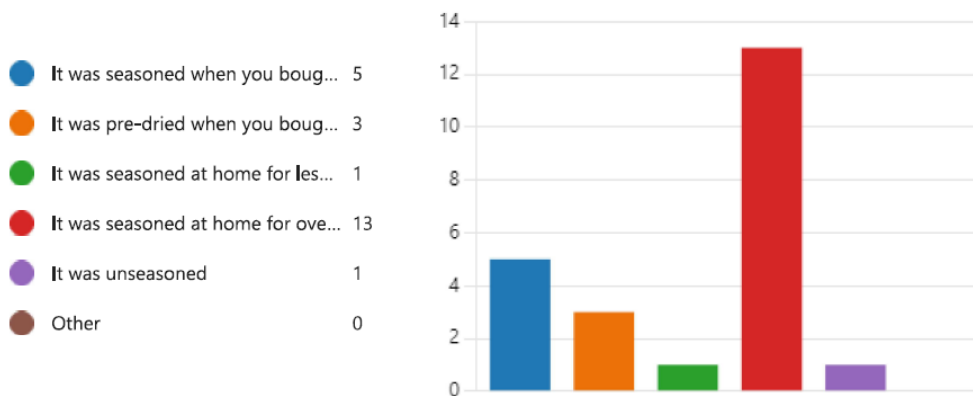


Figure 11: Seasoning of Wood

15. How often do you maintain your wood burner/ sweep your chimney? Choose one option



Figure 12: Maintenance of Wood Burner and Chimney

16. Do you anticipate the Cost of Living Crisis changing your behaviour in relation to solid fuel burning?



Figure 13: Effect of Cost-of-Living Crisis on Behaviour

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COMMUNITY SCRUTINY COMMITTEE –THURSDAY 19
SEPTEMBER 2024

Title of Report	DISTRICT-WIDE REGENERATION FRAMEWORK	
Presented by	Tom Stanyard Senior Economic Development Officer	
Background Papers	Council Delivery Plan 2023-2028	Public Report: Yes
Financial Implications	<p>Identified projects within the Framework utilise existing internal budgets or external funding, e.g. UK Shared Prosperity Fund (UKSPF)</p> <p>The Council approved the five-year capital programme for the period 2024/25 to 2028/29 at the Council meeting on 22 February 2024 which included investment of £22m over the period of the programme, of which there is £3.7m of investment in council owned land to support regeneration and bring employment to the district which will be subject to the development of further business cases.</p> <p>The Council funds its capital investments from business rates reserves in order to minimise borrowing costs.</p> <p>Signed off by the Section 151 Officer: Yes</p>	
Legal Implications	<p>UKSPF projects are covered by a Memorandum of Understanding with the Department of Levelling Up, Housing and Communities (DLUHC).</p> <p>The Economic Development team works closely with colleagues in Legal Services to ensure compliance as the projects progress.</p> <p>Legal advice will be provided on projects as required.</p> <p>Signed off by the Monitoring Officer: Yes</p>	
Staffing and Corporate Implications	<p>Delivery of the projects identified in this Framework will require capacity and officer input from the Economic Development team and other services including but not limited to legal, property, finance, HR and procurement both at the scoping phase of each project but ongoing throughout at each stage of their delivery</p> <p>Delivery of these projects and the projects identified within the existing Coalville Regeneration Framework will utilise the capacity of the Economic Development team over the life of the current Council Delivery Plan period until 2028,</p>	

	meaning that new projects can only be considered as others complete.
	Signed off by the Head of Paid Service: Yes
Purpose of Report	To request Scrutiny Committee comments on the proposed structure and content of the District Wide Regeneration Framework.
Recommendations	THAT COMMUNITY SCRUTINY COMMITTEE CONSIDERS THE DISTRICT WIDE REGENERATION FRAMEWORK AND PROVIDE COMMENTS FOR CONSIDERATION BY CABINET ON 22 OCTOBER 2024

1.0 BACKGROUND

- 1.1 In January 2023, the Council published the first Coalville Regeneration Framework, a document which explored some of the issues and opportunities within Coalville and identified eleven key projects which would help towards creating the right environment in Coalville for people and businesses to thrive.
- 1.2 In November 2023, Council approved a new Council Delivery Plan for 2023-2028 (CDP). One of the priorities is planning and regeneration. A key aim within that priority is to “Support towns, villages and communities across the district to improve for people and businesses”.
- 1.3 The CDP identifies that this will be achieved by developing a new regeneration framework and identifying projects and initiatives which will fulfil it. This district-wide approach will sit alongside the existing Coalville Regeneration Framework.

2.0 STRUCTURE

- 2.1 A draft of the District-wide Regeneration Framework is appended to this report as Appendix 1. Once considered and approved by Cabinet it will be published.
- 2.2 It is proposed that the structure of the District-wide Regeneration Framework is as follows:
 - Foreword from Leader of the Council.
 - A contextual introduction which highlights large scale developments in the district and important projects which the Council may have limited influence over.
 - A set of data led infographics which help to illustrate why the district is in high demand as a place to live and work.
 - A comment on our vision and approach to the identification of projects within the framework.
 - The list of projects that make up the framework.
 - An overview of how success will be monitored and reported.

2.3 The projects within the District-wide Regeneration Framework, set out below, will be annually reviewed in line with our commitments set out in the Council Delivery Plan.

2.3.1 **Enabling Health and Wellbeing**

- Castle Donington 3G Pitch - The development of new 3G pitch provision in the village of Castle Donington
- Leisure provision opportunities research - The commission of a Community and Recreational Facilities strategy which will identify the need and opportunity for new leisure facilities across the district as well as being an evidence base to support the Local Plan and unlock potential S106 monies to support the delivery of such facilities.

2.3.2 **Reducing the need to travel by car**

- Reopening the Ivanhoe Line - Supporting Network Rail and the Campaign to Reopen the Ivanhoe Line (CRIL) toward the reopening of the Ivanhoe Railway Line
- Kegworth Quietway - The creation of a new cycling quietway at Long Lane, Kegworth

2.3.3 **Supporting our Economy and Local Centres**

- Kegworth Marketplace - Working with Kegworth Parish Council on the reimagined public realm space in Kegworth's Marketplace.
- Coalville Regeneration - Continue to monitor progress of the projects within the Coalville Regeneration Framework and update it annually with new initiatives as projects are completed.
- Employment workspace site development - Identify and develop sites which will help provide employment opportunities and meet local need.
- North West Leicestershire Ambassadors Programme - Starting with a Pilot scheme in Coalville, the Ambassador Programme will empower local champions on every high street in our Towns and Local Centres.

2.3.4 **Conserving and Enhancing our Heritage**

- Moira Furnace - Develop and enhance the Moira Furnace visitor experience and undertake repairs to conserve and protect the Furnace
- Ashby Canal - Support the continued development and restoration of the canal and collaborate with the Ashby Canal Association on future joint funding bids.

2.3.5 **Conserving and Enhancing our Natural Environment**

- National Forest - Support the National Forest Company to deliver the Heart of the Forest Masterplan
- Visitor Economy Action Plan – The creation and implementation of a Visitor Economy Action Plan.

2.4 It is intended that the District-wide Regeneration Framework remains a 'live' document and that annual reviews will be undertaken to assess project progress and to consider new projects as they complete.

3.0 NEXT STEPS

3.1 The delivery of the District-wide Regeneration Framework will require effective governance arrangements to be put in place at the outset at both the programme and project level, drawing resources across the authority (and where the necessary internal expertise is not available) the procurement of external support.

3.2 We will continue to engage with the following key stakeholders who are directly involved in the above projects prior to Cabinet on the 22 October:

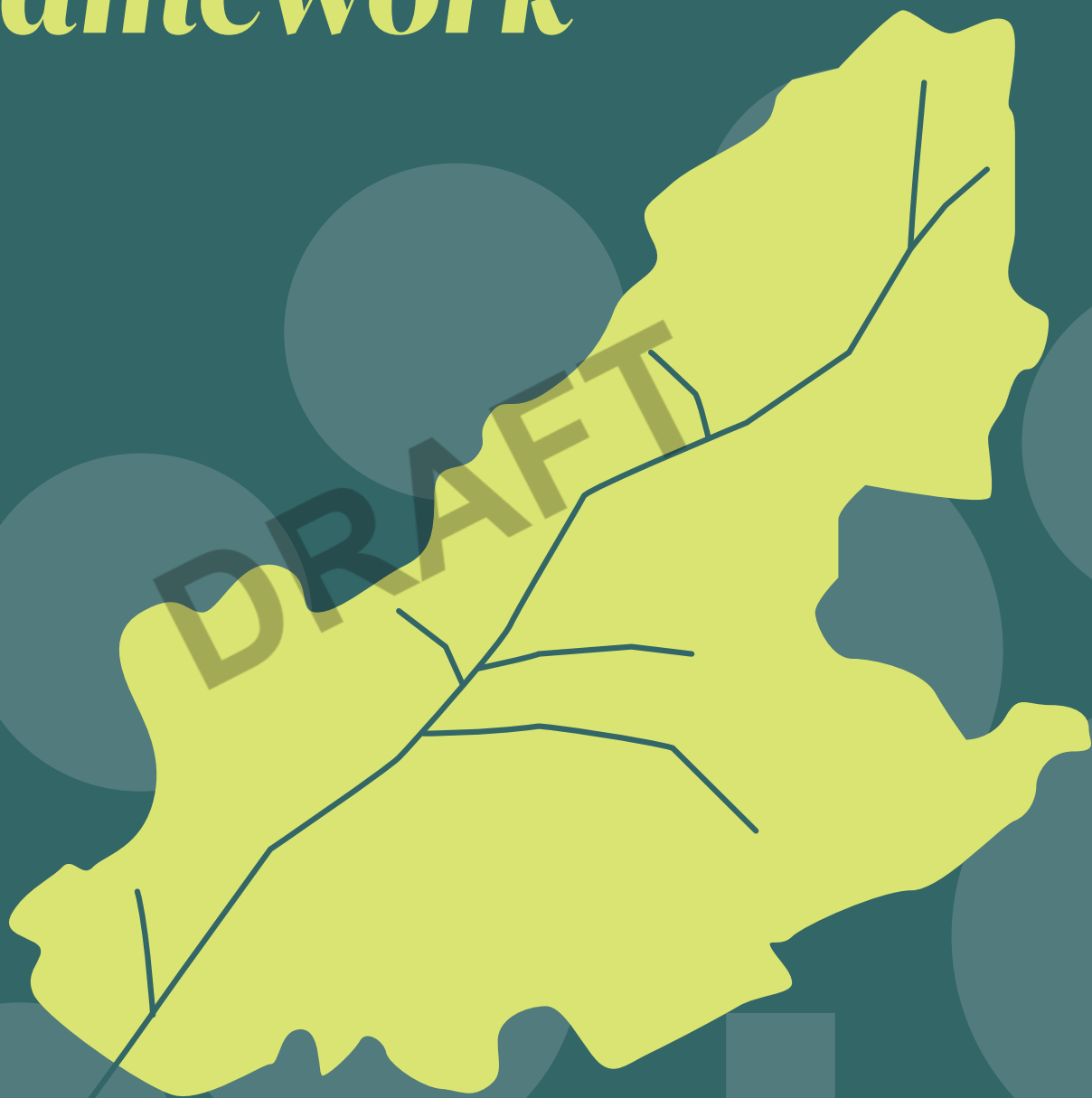
- East Midlands Education Trust / Castle Donington Parish Council
- Kegworth Parish Council
- Moira Furnace Museum Trust
- Ashby Canal Association
- National Forest Company

3.3 It is intended that the District-wide Regeneration Framework will be taken to Cabinet for 22 October 2024. Once the principles of the Framework have been approved, Officers will finalise the graphic design and production before publication. These production costs will be met through existing budgets within the Economic Development team.

Policies and other considerations, as appropriate	
Council Priorities:	Planning and regeneration
Policy Considerations:	Council Delivery Plan
Safeguarding:	No safeguarding considerations.
Equalities/Diversity:	No equality/diversity considerations.
Customer Impact:	The framework sets out a range of projects which will support and benefit residents and businesses.
Economic and Social Impact:	The framework sets out a range of projects which will support and benefit residents and businesses.
Environment, Climate Change and zero carbon:	Several projects identified will improve green spaces within the district and contribute toward the Council's Zero Carbon Roadmap.
Consultation/Community Engagement:	Officers have and will continue to engage with stakeholders to help further shape the delivery of the projects identified within the District-wide Regeneration Framework
Risks:	Risks have been and will continue to be considered within the preparation of the District-wide Regeneration Framework.
Officer Contact	Paul Wheatley Head of Economic Development Paul.wheatley@nwleicestershire.gov.uk

North West Leicestershire District

Regeneration Framework



2024

DRAFT

Revision	Date	Notes
00	06.08.24	First Issue
01	04.08.24	Work in progress

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Introduction

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Introduction

The Regeneration Framework for North West Leicestershire highlights exciting planned developments and shows our commitment to making the district an incredible place to live, work and play.

These projects will boost our town centres, protect important historic assets and help to unlock new leisure opportunities for our communities across the district as we work alongside the large scale investment and development that the district attracts.

The framework builds on previous investment – the state of the art Whitwick and Coalville Leisure Centre and our Newmarket facility in a reimagined Marlborough Square are just two examples.

This is a framework for everyone – for residents in new housing, businesses in new office space, but also for existing residents and businesses alike. We hope the district will be enthused by the growth of the district economy and will rally round the framework as we set out our aspirations for North West Leicestershire.



Councillor Richard Blunt, Council Leader

DRAFT

North West Leicestershire
Past, Present, Future

DRAFT

North West Leicestershire *Past, Present, Future*

North West Leicestershire has always been a district at the leading edge of change and development, with a track record of being able to respond to opportunity. Whether it was embracing the Spa movement in the early 1800s and utilising the saline spring found at Moira Colliery to supply the Ivanhoe Baths, riding the wave of the Industrial Revolution with the arrival of one of the worlds' first steam railways, resulting in huge developments in Coal Mining and even the creation of our civic centre, Coalville, or having the vision to see the estate roads of Donington Hall as a racetrack, creating the Midlands' first motorsport venue.

This entrepreneurial spirit remained with the district throughout the 20th Century as the district and its towns underwent other changes – the Belvoir Shopping Centre was one of the country's first pedestrianised shopping centres when it opened in 1963. With the decline of the mining industry through the 1980s the District had to reposition itself, finding alternate sources of employment but also becoming part of the first forest created at scale for over 1,000 years as we looked to repair and refresh the landscape scarred by industry – The National Forest.

For businesses, excellent transport connections by road, rail and air mean it is no surprise that our major business parks and industrial estates are expanding to accommodate demand. Our district also contains one of the three major parts of the East Midlands Freeport, a Gateway Industrial Cluster (GIC). Centred around East Midlands Airport, the GIC will augment what

Today, North West Leicestershire is highly sought after as a place to live, work and play.



is already the country's busiest freight handling airport and now boasts a 50-acre Rail Freight Interchange.

North West Leicestershire is also an attractive place to live. Significant housing developments across Grange Road, Coalville, Money Hill, Ashby and Park Lane, Castle Donington are responding to the high demand for housing in the area. Further proposed settlements, for example at Isley Woodhouse will, subject to local plan approval, also bring homes along with new schools, care facilities and other amenities.

Within our communities, we have also experienced development in our leisure and hospitality offerings. Just one example is the renovation of Donington Hall into a 40-bedroom hotel, which will see it reconnected to the racing circuit for the first time in over 50 years. The park also hosts the continued growth of Download festival, which now attracts over 85,000 music fans each year in a festival second only in size to Glastonbury.



The Royal Hotel in Ashby, now over 200 years old, will be renovated and opened to guests again for the first time since 2018, with sensitively designed townhouses flanking the building also bringing new residential properties to the area.



This work complements the success of the Ashby Business Improvement District and recent re-accreditation of Purple Flag status, awarded in recognition of a secure and vibrant evening and night-time economy.

These developments and others, show the demand and the high esteem that North West Leicestershire is held in.

Within this Framework, we set out the NWLDC's ambitions to contribute towards these growth areas while also maintaining, protecting and improving our existing communities, town centres and green spaces – acknowledging our past as we build and change to face the future.

The District
in Numbers

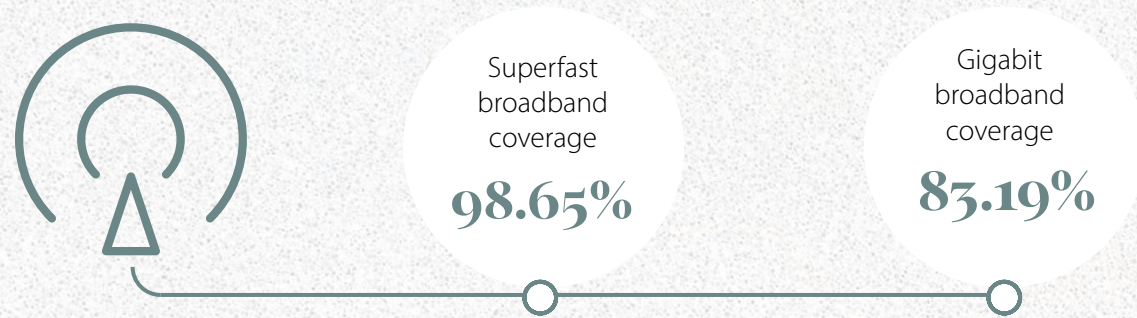
325

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Place

Broadband coverage



Prosperity

326



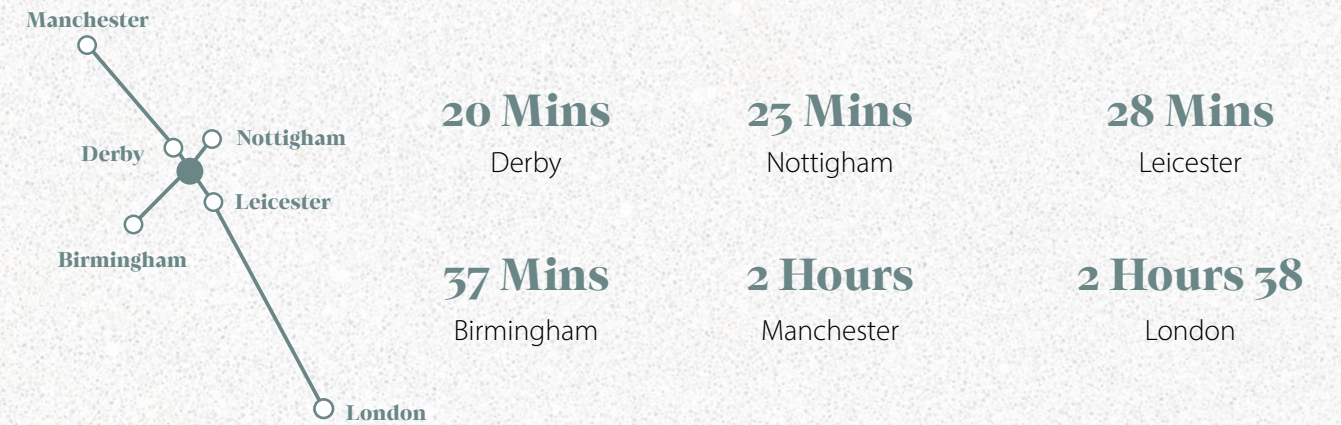
National Forest



Scheduled monuments



Proximity to key destinations



Download Music Festival



East Midlands Airport

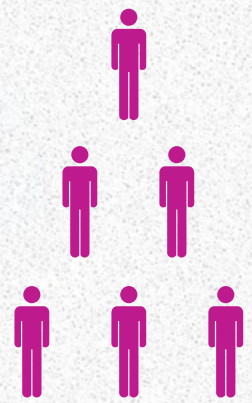


Donington Park Racetrack



People

Population Growth over time



104,700

12% growth in population
2011-2021

+ 12.0%

The population here increased by a greater percentage than the overall population of the East Midlands (7.7%), and by a greater percentage than the overall population of England (up 6.6% since the 2011 Census)

Job density

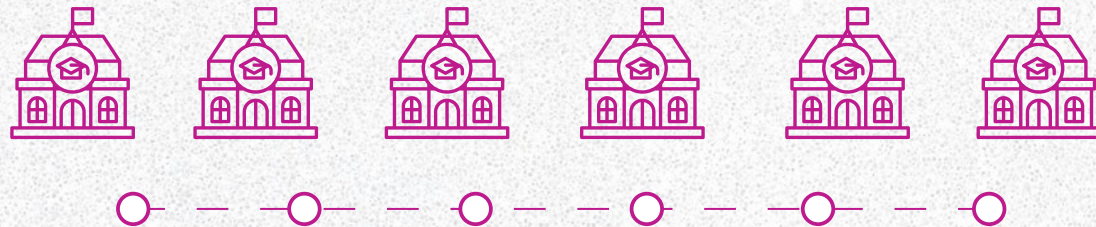
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5%

NWL is in the top 5% of UK Local Authority Districts for job density (ratio of jobs to population aged 16-64)

Universities



6 Universities

within 30 minutes

Business

Business Turnover



52

52 of the top 200 businesses in Leicestershire by turnover

Employment Sites



**10 million
Sq.ft.**

Over 10 million Sq.ft. of commercial floorspace developed since 2015

How many businesses



4,995

In 2023 there were 4,995 businesses in North West Leicestershire (local units). This was nearly double (96%) higher than in 2010

Vision
& Approach

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DRAFT



Vision & Approach



In the Council Delivery Plan for 2023-2028, North West Leicestershire set out the vision to support a clean, green and prosperous place where people want to live, work and visit. This vision is supported by four priorities, three of which are often interlinked with the projects set out in this document: Planning and Regeneration; Clean, Green and Zero Carbon and Communities and Housing. Like the National Forest that grows at the heart of the district, our work is rooted in the lives of the people we are here for. As in nature, we believe good growth comes from creating the right environment. Just like the branches of a tree extend out from the centre, we know that our reach is greater than our size.

We are proud to be part of North West Leicestershire, getting on with the vital day-to-day work of supporting and encouraging communities and businesses so that they are as healthy and prosperous as they can be.



All across our district there are positive things to shout about. We successfully attract big brands, whilst nurturing specialist and independent businesses so that there are jobs at all levels. We're focused on creating clean and green places where people want to live and visit.

Whether it's Download music festival or motor racing at Donington Park, family fun at Conkers, Hicks Lodge and Snibston Colliery Park, getting active at one of our leisure centres or enjoying heritage at Moira Furnace - everyone is welcome and there's something for everyone.

We aim to get our services right first time and will negotiate hard to make sure our residents benefit from change. Our location at the centre of the country, with the airport and road network, gives us some great advantages but that same thing also puts pressure on our district as we embrace growth in the right places.

Our duty is to act as a custodian of the district's welfare for future generations. We will be here in the tough times and the good. We will go the extra mile to get things right and share your frustrations when that doesn't happen. We know we need to be better at listening and responding to what residents tell us. We want the best because so many of us live here too.

Our challenge is to make the most of all the positive things and minimise any impact.

This isn't easy. We are realistic that a council of our size and budget can't do everything or support what everyone wants. It can be hard to meet the needs of all our different communities.

But from Ashby to Castle Donington, from Coalville to Ibstock, the rural areas, villages and towns in between, we will proudly work to make the biggest positive impact we can.

This is about leadership, creating the right environment, making connections, speaking up for the area and encouraging ambition. Our forest stands as a powerful symbol of a connected and resourceful council, one that nurtures, adapts and grows together with its community. That's what we aim to be.



Key *Projects*

DRAFT



Enabling Health and Wellbeing

The Health and Wellbeing of the district population is paramount to its continued growth and success.

As part of our commitment to modernising and increasing our provision in this area, the Whitwick and Coalville Leisure Centre was opened in 2022 following a £22.5m investment. Ashby Leisure Centre, which hosts the only outdoor pool in Leicestershire, also underwent a £1m investment.

Project 1: Castle Donington 3G Pitch

NWLDC is part of a joint venture project team aiming to create a full sized 3G multi-sport pitch and changing facilities within Castle Donington College grounds. This responds to studies which show a gap in this provision within the North of the district and also to the forecast increased demand for such facilities as local population increases.

Project 2: Leisure provision opportunities research

NWLDC will commission a Community and Recreational Facilities strategy which will identify other local need across the district for new facilities, allowing us to include and support the Local Plan and secure Section 106 contributions toward such infrastructure when proposed.



Evidence Summary

A key aim of the North West Leicestershire Playing Pitch Strategy produced by Knight, Kavanagh and Page in 2017 identified that there was likely to be an increased demand for 3G pitches and recommended that new outdoor facilities should be explored.

This was further supported by the 2019 Local Football Facilities Plan, produced by the Football Federation in partnership with Sport England and locally with Leicestershire and Rutland County Football Association and NWLDC.

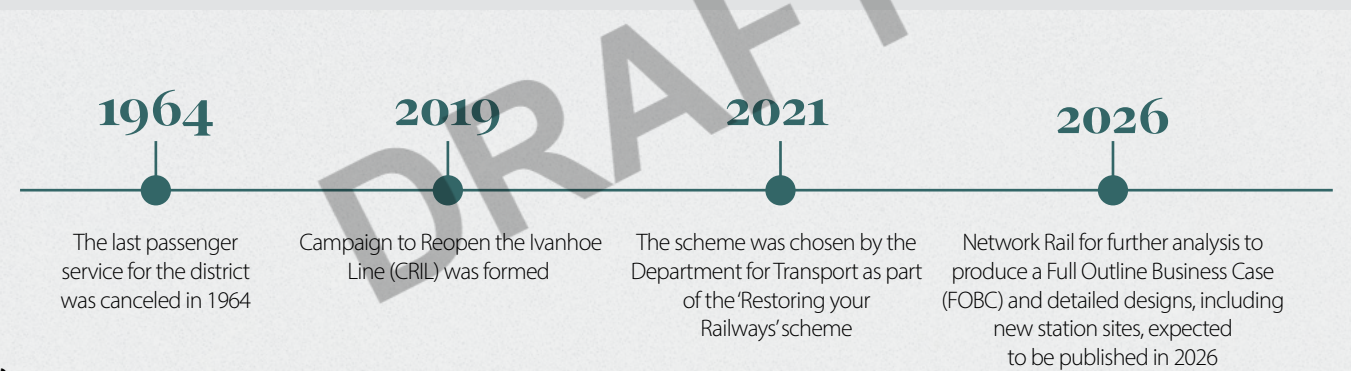


The plan identified only one full sized 3G pitch in the district and predicted future demand for up to five pitches.

Target	Responsibility	Timescale	Project Cost	Funding Source
3G pitches due for completion	Joint venture with Castle Donington College and Castle Donington Parish Council	Q4 24-25 (January-March)	£250,000 NWLDC contribution Total project cost likely to cost C.£1,000,000	TBC
Community and Recreational Facilities scoping	NWLDC	Starts Q2 24-25 (July-September)	£20,000 (estimated)	NWLDC
Site and Opportunity Feasibility assessments arising from scoping above	NWLDC	TBC	TBC	TBC

Reducing the Need to Travel by Car

As well as the physical health and wellbeing benefits, active travel also reduces pollution and congestion on our roads. A well implemented structure of public transport options also enables those without a vehicle to travel across the district more easily for work or leisure.



Reopening the Ivanhoe Line

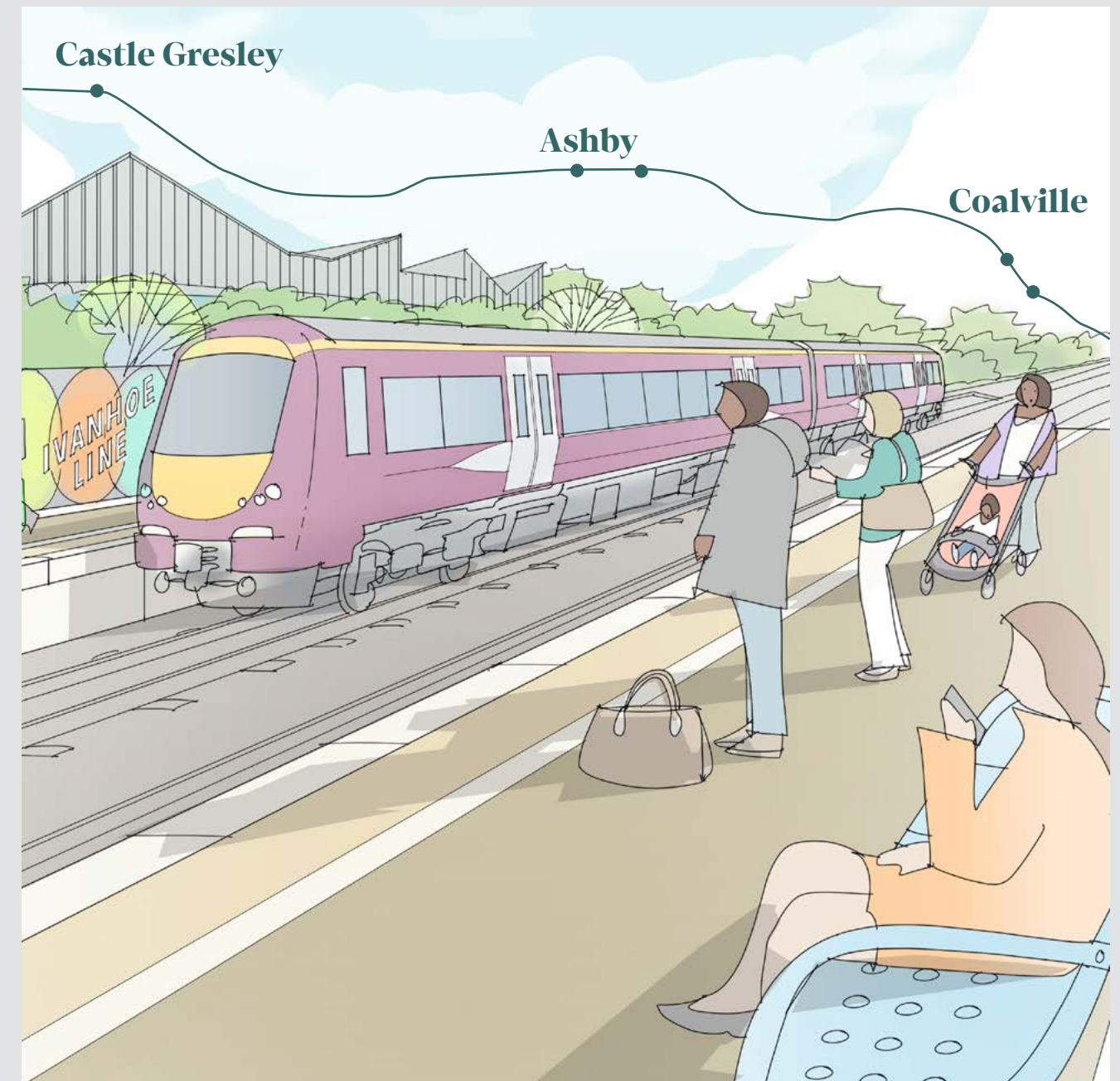
The last passenger service for the district was cancelled in 1964, in response to falling revenues and the rise in private car usage. The intervening 60 years have seen both sharp population growth and a change in attitudes towards cars and public transport.

In 2019, the Campaign to Reopen the Ivanhoe Line (CRIL) was formed. The group was successful in securing funding to prepare a Strategic Outline Business Case (SOBC) for reopening the line, which was submitted in May 2021. In November 2021, the scheme was chosen by the Department for Transport as part of the 'Restoring your Railways' scheme, which has provided funding to Network Rail for further analysis to produce a Full Outline Business Case (FOBC) and detailed designs, including new station sites, expected to be published in 2026.

NWLDC is supporting Network Rail and the Campaign to Reopen the Ivanhoe Line (CRIL) toward the reopening of the Ivanhoe Railway Line and regularly attending multi-agency progress meetings with Network Rail, CRIL, Leicestershire County Council and other districts along the line. We are also focussed on where we can add value; for example, in ensuring station sites are supported by other infrastructure.

Evidence Summary

While work continues on the Full Outline Business Case, early indications from Network Rail support the initial work by CRIL and show a significant passenger demand - around 350,000 journeys per year - from both Coalville and Ashby, were services able to run between Derby and Coalville. A 2021 report from the Rail Industry Association, showed that for every £1 spent on the railway, £2.50 was generated in the local economy, as well as providing a boost in jobs, lowering carbon emissions and improved social outcomes resulting from rail connections.



Target



Responsibility



Timescale



Project Cost



Funding Source

Outline Business Case to be published

Network Rail

Q1 24-25 (April-June)

N/A

N/A

Full Business Case and designs to be published

Network Rail (input from CRIL, NWLDC and other parties)

Q1 26-27 (April-June)

N/A

N/A

Transport Feasibility Studies outlining parking and active travel connections for prospective station sites

NWLDC

Q2 26-27 (July-September)

TBC

TBC



333

Kegworth Quietway

NWLDC is leading on the creation of a new cycling Quietway along Long Lane, Kegworth. A Quietway is a well connected cycle route which follow highway routes with low traffic activity. They include carriageway signage to guide riders and provide some segregation from motorised traffic.

This Quietway will improve links between Kegworth and East Midlands Parkway, with potential for improved onward routes to Ratcliffe Power Station, Nottingham and the Aldi distribution centre at Sawley.

Evidence Summary

The creation of a Quietway along Long Lane was identified as a priority project for Kegworth in the Leicestershire Cycling and Walking Strategy 2022-2032, published by Knight, Kavanagh and Page.



Target

Road Survey to be completed



Responsibility

NWLDC
Leicestershire County Council



Timescale

Q2 24-25 (July-September)
Q4 2024-25 (January-March)



Project Cost

N/A
£150,000



Funding Source

N/A
UK Shared Prosperity Fund

Supporting our *Economy and Local Centres*

Responding to the needs of a diverse range of businesses in the district is key to supporting the growth of our economy, including in rural areas.

Because of our unique make up of rural and urban centres, the needs of our businesses from place to place is different and nuanced, so our responses must also be individualised.

Our local centres, as well as forming part of the district economy, are important community centres which hold significant heritage assets and hold civic functions. We must be able to support our centres to adapt to emerging trends for the future while also ensuring they retain their special character.



Kegworth Marketplace

NWLDC is leading on the reimagined public realm space in Kegworth's Marketplace alongside Kegworth Parish Council. The new space will be a vibrant multi-area in the heart of Kegworth, incorporating space for pedestrians, parking and occasional events. This will encourage footfall and increased dwell time, benefitting local businesses. Improved access and parking will also make it more attractive for visitors.

Evidence Summary

Improved Accessibility, Appearance and Space are some of the key factors noted by the High Streets Task Force towards creating a vital and viable high street. The Kegworth Public Realm scheme has taken feedback from Kegworth residents and businesses so that local needs and desires have shaped the overall scheme.



Target

Completed public realm works



Responsibility

Technical delivery by Leicestershire County Council



Timescale

Q3 24-25 (October-December)



Project Cost

£450,000 contribution from NWLDC
Total project cost £1,000,000



Funding Source

Jointly funded between NWLDC, Kegworth Parish Council and the Leicester and Leicestershire Enterprise Partnership (LLEP)



Four Squares

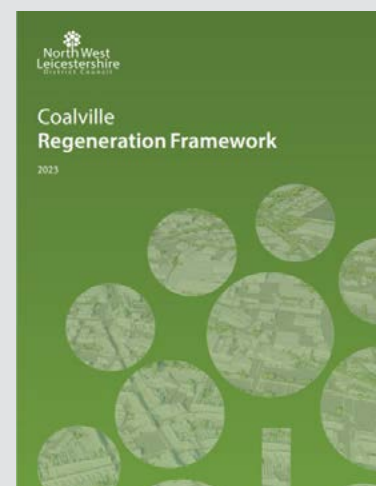
Memorial Square had been part pedestrianised by 2000, but much work has gone in subsequently to improving the square and environs, including new artwork, the restoration of the Memorial Clock Tower in 2018 and improvements to the Mantle Lane gateway over 2022-2023. A new square was created in the South East corner of the shopping precinct by the owners in early 2022, alongside other visual and public realm improvements to the centre. This leaves two other squares, of which, Marlborough Square is undergoing a comprehensive redesign, allowing it to cater for modern needs and improving the attractiveness of this historic area of the town. The final square, planned for the area around Stenson House, is currently undergoing design and feasibility work.

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Coalville Regeneration Framework

NWLDC published the first Coalville Regeneration Framework in January 2023. This document identified several projects which build on the Prince's Foundation study and contribute toward making Coalville a vital and viable centre, helping to meet the specific Council Delivery Plan objective of 'Creating the right environment in Coalville for people and businesses to thrive'.

The Council will continue to monitor progress of the projects within this framework and update it annually with new initiatives as projects are completed.



Evidence Summary

The Prince's Foundation produced a study in 2009 which identified challenges within connectivity within the town centre area. It advised measures to create more public realm spaces, specifically four squares, and supporting infrastructure to make walking between them attractive. The Regeneration Framework outlined the other challenges Coalville faces, given its location and resulting competition from outlying towns and nearby cities, and the need for the regeneration projects to make it a more attractive centre.



Target



Responsibility



Timescale

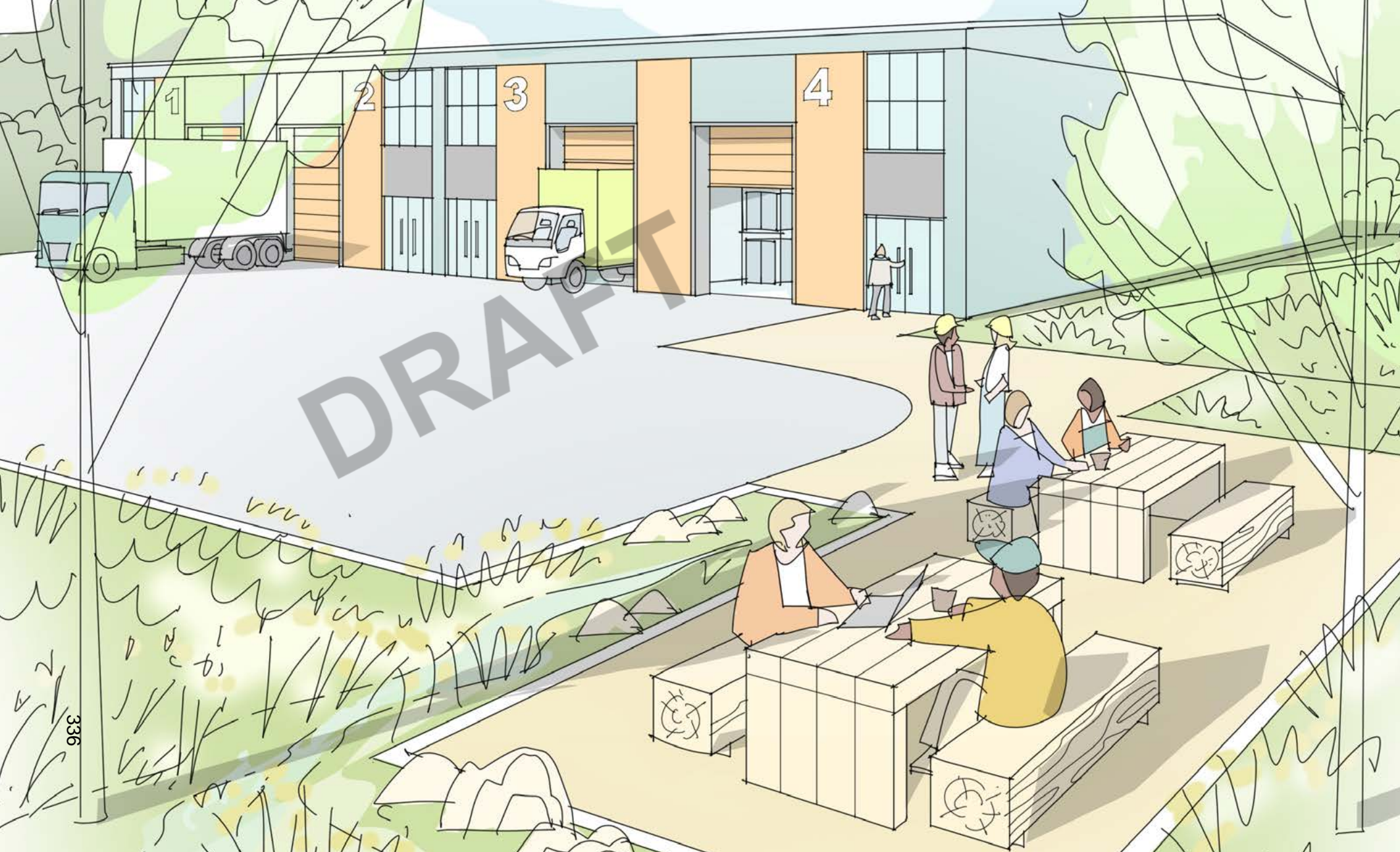


Project Cost



Funding Source

Redevelopment of Marlborough Square	NWLDC through Gleeds and Stepnells	Q2 24-25 (July-September)	£2.7m	Joint funded by NWLDC and Leicester and Leicestershire Enterprise Partnership (LLEP)
Marlborough Square events, activities and further usage	NWLDC	Ongoing post completion	£75,000 – equipment costs and first year of events	NWLDC
Feasibility studies for Stenson Square and former Council Offices	Arup	Q2 24-25 (July-September)	£130,000 (Stage 1 and Stage 2 RIBA)	UK Shared Prosperity Fund
Framework to be updated annually to take account of completed projects and new opportunities	NWLDC	Q1 24-25 (April-June)	N/A	NWLDC to produce document internally Projects identified within may require 3rd party funding



Evidence Summary

Studies from SQW in 2020 and BE Group in 2023 identified growth in industrial businesses within the district, particularly in Manufacturing and Construction. They also found a very high occupancy rate of existing industrial space (over 90%) coupled with a lack of small space (sub 200sqm).

Property agents and NWLDC also advised that most enquiries were for start up space or small units with grow on space.

90%

very high occupancy rate of existing industrial space

sub 200sqm

lack of small space

Workspace Site Development

Studies have identified a gap in the workspace market within North West Leicestershire, especially within the 100-500sqm sector. We will work to identify and develop sites which will help provide employment opportunities and also meet the needs identified by the studies.

Priority will be given to exploring sites which will also generate income for the authority to support the delivery of council services.

Ongoing projects include the refurbishment of the Coalville Memorial Square toilets into a modern workspace, complimenting the new Wolsey Road development.



Target



Responsibility



Timescale



Project Cost



Funding Source

Creation of Memorial Square Workspace

NWLDC

Q4 24-25 (January-March)

£350,000

UK Shared Prosperity Fund

Potential Workspace Project

NWLDC

Begins Q1 25-26 (April-June) pending planning consent and land acquisition

£2-2.5m (estimated)

NWLDC with UKSPF contribution

Future site scoping and feasibilities

NWLDC

Throughout 2024-2025

To be confirmed

NWLDC

Ambassadors

With empowered local champions on every high street, effective stakeholder collaboration will become the norm rather than the exception when it comes to developing towns and local centres.

Based upon the advice and research of SaveTheHighStreet.org and good practice from award winning high streets, North West Leicestershire will launch an innovative pilot Ambassadors Programme for Coalville Town Centre and, if successful, look to expand and roll out the Ambassadors programme districtwide.

Evidence Summary

Ambassador Schemes exist in other places already across the country. In 2014, Belper Town Centre won the Market Town category and went on to win overall at the Great British High Street awards. They later repeated this success and were awarded the England Champion at the same awards in 2020. Amongst a number of initiatives driving their success, Belper has consistently employed a well supported ambassadors scheme. Effective Networks and Partnerships within a town centre are also one of the 25 Key Vital and Viable factors identified by the High Streets Task Force.

- Save the High Streets (2023/4 -Coalville: Local Champions on every high street report)



Target

Ambassador project scoped and approved



Responsibility

NWLDC



Timescale

Q3 24-25 (October-December)



Project Cost

N/A



Funding Source

N/A



Conserving and Enhancing our Heritage

North West Leicestershire has a rich history, with important spaces and buildings telling over 500 years worth of stories. These spaces give the district its own unique character and are important assets for our communities, who are protective of their shared heritage.

Maintaining these assets is only part of the challenge, as we also need to enhance them – improving access, information and future usage to ensure they are safeguarded for, but also visited by, our future population



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Moira Furnace

Dating from 1804, Moira Furnace is a scheduled ancient monument and a key surviving example of a blast furnace from the early Industrial Revolution. After years of dereliction, the site was acquired by NWLDC in 1981 and developed as a museum and country park. NWLDC is now leading on a project with Moira Furnace Museum Trust and the National Forest Company to improve the site's footpaths, security and wider facilities to accommodate more visitors and to make visits to the park and museum more attractive, with improved site interpretation. Work will also be undertaken to repair and safeguard the structure itself.

Evidence Summary

In 2017, NWLDC commissioned DarntonB3 Architecture to undertake a visual inspection of Moira Furnace and to provide a detailed condition report. The report identified a range of works required, ranging from urgent to desirable, to safeguard the future of the building.

Alongside this, NWLDC commissioned Planning Solutions Consulting to produce an Options Appraisal for Moira Furnace, specifically to look at opportunities within the site that would enhance the visitor offer, engage with the tourism market and build in financial resilience for Moira Furnace Museum. The report was published in 2021 and the key findings highlighted the need for improvements to the courtyard and catering offer, footpaths, accommodation and parking.

Target	Responsibility	Timescale	Project Cost	Funding Source
Footpath and facility upgrades, improved site interpretation	NWLDC	Q4 24-25 (January-March)	£150,000	UK Shared Prosperity Fund
Building repairs and safeguarding	Gleeds, with permission from Historic England	Q4 25-26 (January-March)	£410,000	UK Shared Prosperity Fund / NWLDC



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Ashby Canal

The Ashby-de-la-Zouch canal was opened in 1804 and operated until progressive closures over the 1940s -1960s closed the route North of Snarestone. Work on the restoration of this section has been ongoing for many years, with an isolated section near Moira Furnace opened between 1999 - 2005, and in 2009 the first 100 yards of the infilled section were restored.

New bridges and continued expansion have continued over the last 10 years. NWLDC have previously granted £20,000 towards the restoration efforts. We will continue to support the continued development and restoration of the canal and will look to work together with the Ashby Canal Association on future joint funding bids.

Evidence Summary

Ashby Canal Association was successful in being granted the land and permissions for the continued restoration of the canal from Leicestershire County Council in 2023.

The Canal and River Trust alongside Northampton University published a report in 2014 that showed the wide-ranging benefits of waterway restoration across job creation, improved wellbeing, the visitor economy and more.



Target



Responsibility



Timescale



Project Cost



Funding Source

Access to towpath through Moira Leisure Centre car park

NWLDC

Q3 24-25 (October - December)

Legal and Administrative costs to be confirmed

NWLDC

Future funding opportunities to be explored

NWLDC and ACA

Throughout 2024 - 2025

TBC

TBC

Conserving and Enhancing our Natural Environment

North West Leicestershire has a unique blend of large urban centres and employment sites nestled between large rural expanses.

Our green landscape encompasses farming and rural businesses but also large amounts of leisure space, ranging from ancient woodland to more modern developments, including the National Forest's work to transform former industrial sites and mining activity into large green and blue spaces.

Supporting our natural environment improves biodiversity, the wellbeing of our inhabitants and encourages visitors inward to experience what it is that makes North West Leicestershire so special.

UK Shared Prosperity Fund

The Council was awarded £2,414,817 by the Department for Levelling Up, Housing and Communities (DLUHC) in 2022. A further £469,090 was awarded by the Department for Environment, Farming and Rural Affairs (DEFRA) in 2023.

A highlight project has seen the Council commit over £250,000 to the National Forest to support the Heart of the Forest Masterplan, which sets out the aim to transform the centre of the National Forest over the next 10 years, strengthening the sense of place, improving the visitor experience and encouraging sustainable enterprise and inward investment. Other projects (not including those already highlighted in this document) include £400,000 towards business support and growth initiatives, £300,000 toward community nominated projects and over £100,000 towards skill projects to improve employability of inhabitants who experience barriers to employment.

£2,414,817

The Council was awarded £2,414,817 by the Department for Levelling Up, Housing and Communities (DLUHC) in 2022.

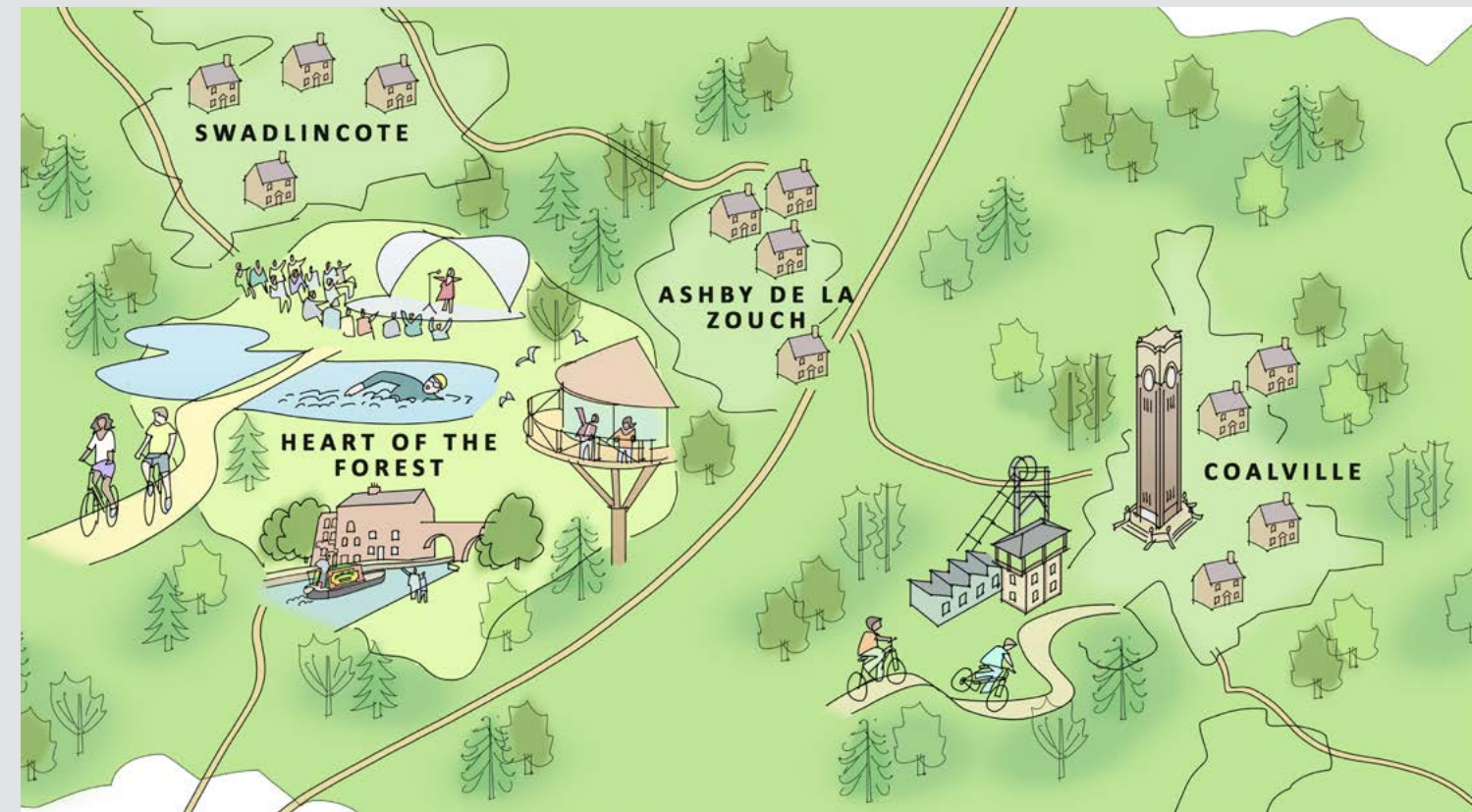
£469,090

A further £469,090 was awarded by the Department for Environment, Farming and Rural Affairs (DEFRA) in 2023.

Evidence Summary

The National Forest's Heart of the Forest Masterplan identified that North West Leicestershire has extensive path networks and accessible woodland. We already have three key attractions in Moira Furnace, Ashby Canal and Conkers, and are surrounded by other strong attractions. However, they also found that we lacked a strong visitor hub, had a shortage of accommodation and also struggled to promote our attractions effectively. Alongside this, the path network is poorly integrated or has gaps in places and many of the activities rely on good weather. The masterplan seeks to respond to these weaknesses and other opportunities.

The NWLDC contribution to the plan was also ratified by DLUHC as part of the approval of our Investment Plan for the UKSPF.



Target



Responsibility



Timescale



Project Cost



Funding Source

Reporting on overall funding and project progress to Department for Levelling Up, Housing and Communities (DLUHC)

NWLDC

3 monthly reports required.
UKSPF programme ends March 2025

N/A

N/A

Feasibility Studies for Heart of the Forest Projects

National Forest

Q1 24-25 (April-June)

£253,000 (NWLDC contribution)

UKSPF

Heart of the Forest development (of projects from feasibilities)

National Forest and external partners including NWLDC

Throughout 2024 - 2025

£253,000 (NWLDC contribution)

UKSPF

Visitor Economy Action Plan

The Leicester and Leicestershire Tourism Growth plan, published in 2019, found that although Leicestershire had almost 35m visitors a year, almost nine in 10 were day visitors, with over five in 10 visiting family, rather than for attractions or other reasons. Additionally, only a little over one in 10 were overnight stays. The plan set out the opportunities around these figures, as despite the low numbers, overnight stays contribute over a third of the economic impact that visitors generate.

The plan set out the ambition to increase the number of overnight stays, visitors and overall economic impact

35m

Leicestershire had almost 35m visitors a year

9 in 10

Almost nine in ten were day visitors




5 in 10

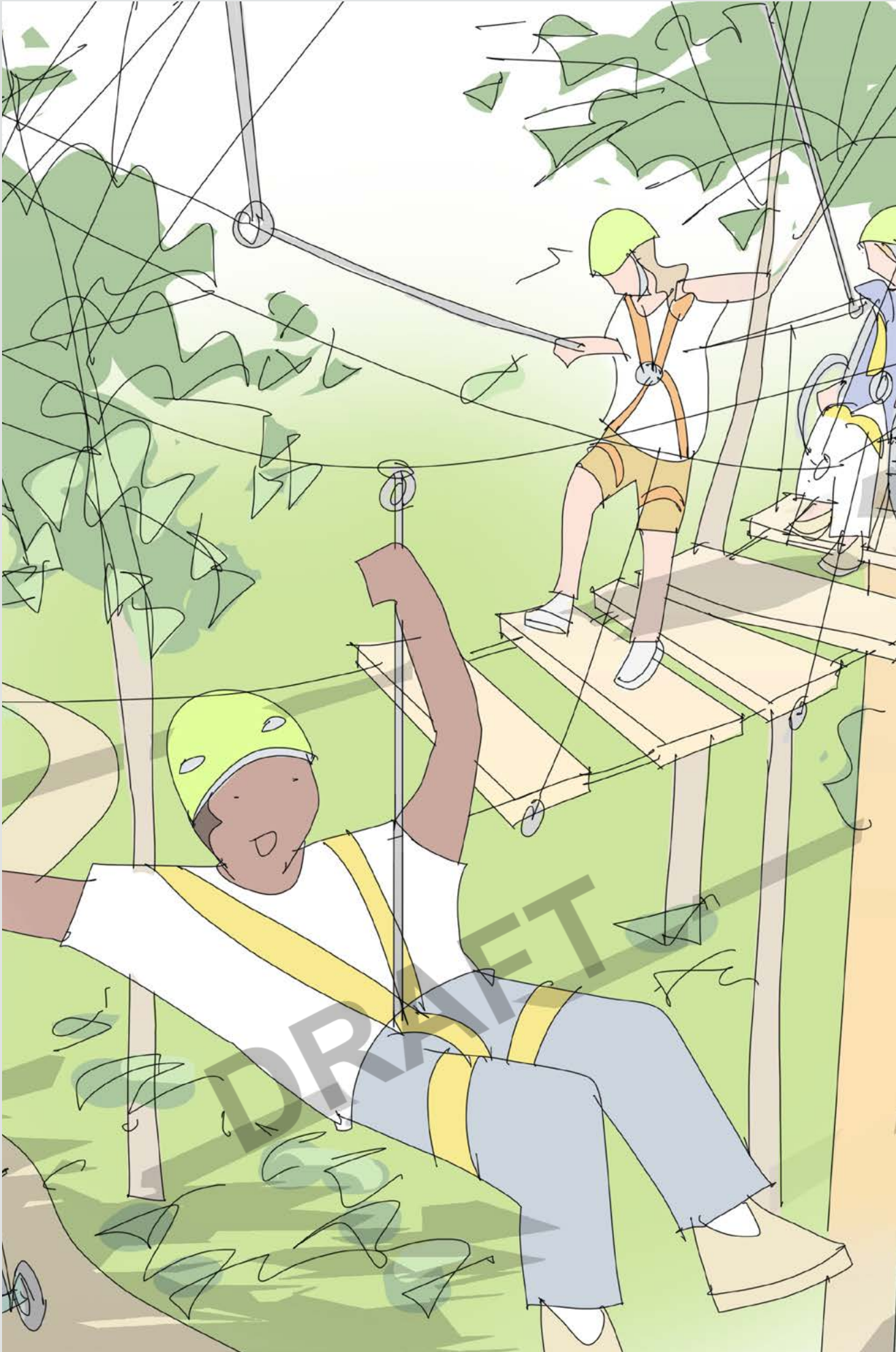
Over five in ten visiting family

Evidence Summary

341 Published in 2022, the NWLDC Visitor Economy Action Plan responded to the findings of the 2019 Leicester and Leicestershire Tourism Growth Strategy. This identified four priorities North West Leicestershire should take in order to contribute to the county wide plan:

- Providing leadership and championing our visitor economy at a regional level,
- Increasing the amount of officer time in working with local attractions and businesses,
- Prioritising resources to support projects which create infrastructure and allow attractions to support a greater number of visitors, and
- Leading the promotion of the District as a place to visit, particularly through digital channels.

 Target	 Responsibility	 Timescale	 Project Cost	 Funding Source
New visitor economy website	NWLDC	Q3 24-25 (October-December)	£10,000	NWLDC
New woodland festival at Moira Furnace	Moira Furnace Museum Trust with NWLDC support	Q2 24-25 (July-September)	£3,000 (estimated, multi year support)	Part funded by NWLDC and MFMT
District promotion within Download Festival	NWLDC	Q2 24-25 (July-September)	£3,000 (estimated)	Part funded by NWLDC with private sector involvement



Measuring Success



The Council is committed to the above projects achieving the best outcomes possible for the businesses and people in the district.

Progress will be reported through the Council's regular performance reporting to Cabinet and relevant Scrutiny committees. We will monitor the projects as they progress and use a variety of qualitative and quantitative review techniques to gather both numerical data but also thoughts, feelings and behaviours to judge the initial and ongoing impact of the projects as they progress and complete.

Progress will be reported through the Council's regular performance reporting to Cabinet and relevant Scrutiny committees.

We will monitor the projects as they progress and use a variety of qualitative and quantitative review techniques to gather both numerical data but also thoughts, feelings and behaviours to judge the initial and ongoing impact of the projects as they progress and complete. This work will also ensure that we are able to respond to new developments or make future changes or updates to these projects, ensuring we are proactive in our support and reaction to the data we gather.

The Regeneration Framework sets out where funding has been secured or is being sought to deliver individual projects where known. Any further funding required will be subject to securing external funding or through request for funding underpinned with a business case via the Council's Capital Strategy Group.



As part of our ongoing commitment to these and future projects within the district, the Regeneration Framework will be annually reviewed in line with our commitments set out in the Council Delivery Plan.



Corstorphine & Wright



Economic Development and Regeneration Team

☎ 01530 454 578

✉ economicdevelopment@nwleicestershire.gov.uk



Contact us to discuss your project

🌐 www.corstorphine-wright.com

✉ contact@cw-architects.co.uk

🌐 [corstorphine-wright](https://www.linkedin.com/company/corstorphine-wright)

✉ [@cwrightarch](https://twitter.com/cwrightarch)

📷 [corstorphinewright](https://www.instagram.com/corstorphinewright)

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Community Scrutiny Committee – WORK PROGRAMME (as at 11/09/24)

Date of Meeting	Item	Lead Officer	Witnesses	Agenda Item Duration
June 2024				
September 2024				
30 September 2024 (Extraordinary Meeting)	<p>Future of Waste Services To provide Waste Services collection modelling choices that have been prepared by consultants Eunomia, prior to presentation before Cabinet. The report will detail, full-service cost analysis, district implementation with a phased rollout strategy. Route modifications, and efficiency improvements will all be included in the report. Legislation requirements that will align future services and Fleet replacement through detailed procurement process.</p>	Paul Sanders, Head of Community Services		60 minutes
December 2024				
12 December 2024	<p>Marlborough Square Project Review Post delivery assessment of project including performance against quality, cost, and timescale expectations.</p>	Paul Wheatley, Head of Property and Economic Regeneration	-	30 minutes
12 December 2024	<p>Disabled Facilities Grants Review To provide an update and present the findings of the Disabled Facilities Grants (DFG) Review which has been commissioned through Foundations - National body for DFGs and Home Improvement Agencies.</p>	Paul Sanders, Head of Community Services	-	30 minutes

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Date of Meeting	Item	Lead Officer	Witnesses	Agenda Item Duration
12 December 2024	<p>Car Parking Review The Car Parking Team are undertaking a review of the 'off-street' car parking service as part of the Council's Transformation Plan, to examine costs and understand the impact of the net cost of the service on the budget.</p>	Paul Sanders, Head of Community Services,	-	30 minutes
12 December 2024	<p>Tree management Strategy and General Fund Action Plan To share the draft NWLDC Tree Management Strategy and General Fund Action Plan with members and to seek feedback on it prior to taking to Cabinet for adoption</p>	Paul Sanders, Head of Community Services,	-	30 minutes
12 December 2024	<p>Annual S106 Agreement Update Report To set out for the Committee the position of Section 106 agreements as agreed over the preceding 12 months.</p>	Chris Elston, Head of Planning and Infrastructure	-	30 minutes
February 2025				
06 February 2025	<p>Community Grants Annual Report To set out for Members the grants administered by Community Focus Team, and to assess both qualitatively and quantitatively the outcomes attained, from February 2024 to January 2025.</p>	Paul Sanders, Head of Community Services,	-	30 minutes
06 February 2025	<p>Community Safety Overview To provide an overview of the 3-year Community Safety Partnership Plan. To include drug dealing, county lines, ASB and how success / performance is measured</p>	Paul Sanders, Head of Community Services,	-	30 minutes
April 2025				
-				

Work requests considered by the Scrutiny Work Programming Group

Work Request	Status/Progress	Committee date to be considered (provisional)
National Forest Line	<p>Further to Community Scrutiny on 7th December, officers have continued to engage with Leicestershire County Council and Network Rail and timescales have been confirmed for the Outline Business Case as follow:</p> <ul style="list-style-type: none"> - Final outline business case from Network Rail to be submitted to Department of Transport early February and will be reviewed by the Restore Your Railways Programme Board (Late February) - Final OBC to be presented to further DFT and Network Rail Board throughout March/April 2024 - Anticipated submitted to Treasure for sign off in early May. If approval granted will move onto next stage – Final Business Case <p>NWL (with LCC) will seek to arrange a further briefing/meeting with Network Rail following Outline Business Case approval and enable further engagement for Scrutiny.</p> <p>Update: 19/6/24 Focus is moving to the next stage of work which will focus on detailed designs. Update to be provided by Network Rail on what this stage will include and the support and involvement of Project Delivery Group members.</p> <p>DfT to consider the best route forward after the General Election to secure authority for the project’s progression into the Design stage, plus any additional change controls required to realign funding requirements / scope with NR’s current review work. A further update will be provided after the general election.</p> <p><u>Update September 2024 (from DfT)</u></p> <ul style="list-style-type: none"> • The Chancellor announced the cancellation of the RYR programme in her statement on 29 July 2024. • The RYR projects will now come to an orderly close and no further funding will be provided through the programme. • Where projects are not currently live, no new work will be started. For projects which have development or design work in progress, DfT are considering the best way to bring these projects to a close. • For Ivanhoe, this will mean that no new work will start. 	-

	<ul style="list-style-type: none"> • The Chancellor also announced that the Transport Secretary will be undertaking a review of the Department's investment portfolio, including individual RYR projects. • DfT Capital Review underway and is considering alignment of individual infrastructure projects with government's priorities of growth, housing, jobs and value for money. • The review is being progressed in two phases – the first will consider RYR projects plus other Network North proposals, the second will have a larger scope. The outputs will help to inform a wider Spending Review in 2025 however some announcements could be made before then. 	
A review of the mismatch between housing provision and employment	Further scoping required between officers/scrutiny members, relevant officers invited to the next meeting of the Scrutiny Work Programming Group to scope.	TBC
Work Request	Status/Progress	Committee date to be considered (provisional)
Highway HGV Parking	Further scoping required between officers/scrutiny members, relevant officers invited to the next meeting of the Scrutiny Work Programming Group to scope.	TBC

Principles and Criteria used for Assessing Items Put Forward

Identify Issues for consideration by Scrutiny

- Consulting with members of Scrutiny Committees, senior officers, Cabinet members – horizon scanning on policy development
- Looking at the corporate priorities, Council Delivery Plan and Cabinet Forward plan – identify key issues/topics for investigation/inquiry
- Considering events and decisions in the Council's calendar which could require an input/consultation via scrutiny – eg budget setting, CDP development
- Considering requests from members – eg via another forum or scoping report submitted
- Evaluating the Council's performance – eg quarterly reports, end of year reports, reviewing success of a particular scheme or initiative
- Reviewing any follow up work required after previous scrutiny work

Prioritise the potential list of scrutiny topics based on factors including

- the resources required to deliver it (from members, offices and financially)
- the value and level of impact which could be achieved
- link to the council's priorities
- whether it is a regular recurring item which requires consideration before Cabinet/Council approval
- consideration of the guidance for selecting scrutiny topics

Topics are suitable for Scrutiny when	Topics are not suitable for Scrutiny when
Scrutiny could have an impact and add value	The issue is already being addressed elsewhere and change is imminent
The topic is of high local importance and reflects the concerns of local people	The topic would be better addressed elsewhere (and will be referred there)
The resources are available that would be required to conduct the review – staff and budget	Scrutiny involvement would have limited or no impact on outcomes
It avoids duplication of work elsewhere	The topic would be sub-judice or prejudicial to the councils interests
The issues is one that the committee can realistically influence	The topic is too broad to make a review realistic
The issue is related to an area where the council or one of its partners is not performing well	New legislation or guidance relating to the topic is expected in the next year

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PREVIOUS SCRUTINY RECOMMENDATIONS TO CABINET

None.

Notice of Executive Key Decisions

The attached notice lists the matters which are likely to be the subject of a key decision by the Council's executive and executive decision making bodies. This notice is produced in accordance with the Constitution adopted by North West Leicestershire District Council and will be published a minimum of 28 days before the date on which a key decision is to be made on behalf of the Council.

The date of publication of this notice is Friday, 20 September 2024. The Deadline for making any representations as to why items marked as private should be considered in public by **Cabinet on 22 October 2024 is 5pm Friday, 11 October 2024.**

Key Decisions

A key decision means a decision taken by the Cabinet, a committee of the Cabinet, an area or joint committee or an individual in connection with the discharge of a function which is the responsibility of the executive and which is likely:

- (a) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the area of the Council;
- (c) for the purposes of (a) and (b) above £100,000 shall be regarded as significant in terms of expenditure or savings, and any issue which, in the opinion of the Leader is likely to have an impact on people, shall be regarded as significant in terms of impact on communities.

The Council's Executive

The Council's executive committee is the Cabinet. The Cabinet comprises:

Councillor R Blunt	-	Leader	Councillor A Woodman	-	Housing, Property & Customer Services
Councillor M Wyatt	-	Deputy Leader and Community Services	Councillor N J Rushton	-	Corporate
Councillor T Gillard	-	Business and Regeneration	Councillor A SAffell	-	Planning
Councillor K Merrie MBE	-	Infrastructure			

Confidential Items and Private Meetings of the Executive

Whilst the majority of the Cabinet's business at the meetings listed in this notice will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. This is a formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the Cabinet meetings listed in this Forward Plan may be held in private because the agenda and reports for the meeting contain exempt information under Part 1 Schedule 12A to the Local Government Act (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. Those Items where it is considered that they should be considered in private are identified on the Notice.

Access to Agenda and Related Documents

Documents relating to the matters listed in this notice are available at least 5 clear working days prior to the date of decision as indicated below. Other documents relevant to the matters listed in this notice may be submitted to the decision maker.

If you wish to request or submit a document, or make representation in relation to any issue contained within this notice, please contact Democratic Services on telephone number 01530 454512 or by emailing memberservices@nwleicestershire.gov.uk

Executive Decisions

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
October							
District Wide Regeneration Framework	Cabinet	Key	Public	22 October 2024	Councillor Tony Gillard Tel: 01530 452930 tony.gillard@nwleicestershire.gov.uk Senior Economic Development Officer tom.stanyard@nwleicestershire.gov.uk	District Wide Regeneration Framework	This report will be considered by the Community Scrutiny Committee in September 2024.
2023/24 Provisional Financial Outturn - Housing Revenue Account (HRA)	Cabinet	Key	Public	22 October 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Finance Team Manager sarah.magill@nwleicestershire.gov.uk	2023/24 Provisional Financial Outturn - Housing Revenue Account (HRA)	N/A
2023/24 Provisional Financial Outturn - General Fund	Cabinet	Key	Public	22 October 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Finance Team Manager sarah.magill@nwleicestershire.gov.uk	2023/24 Provisional Financial Outturn - General Fund	N/A

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Air Quality Update	Cabinet	Non-Key	Public	22 October 2024	<p>Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicester.gov.uk</p> <p>Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk</p>	Air Quality	Community Scrutiny, September 2024.
Future of Waste Services 353	Cabinet	Key	Public	22 October 2024	<p>Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicester.gov.uk</p> <p>Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk</p>	Future of Waste Services	Community Scrutiny, September 2024
Performance Monitoring Report	Cabinet	Non-Key	Public	22 October 2024	<p>Councillor Keith Merrie MBE keith.merrie@nwleicester.gov.uk</p> <p>Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleicester.gov.uk</p>	Performance Monitoring Report	Will be considered by the Corporate Scrutiny Committee on 5 December 2024.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts Write Offs	Cabinet	Key	Public	22 October 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts Write Offs	N/A - function delegated to Cabinet
2024/25 Quarter 1 Housing Revenue Account (HRA) Finance Update 354	Cabinet	Non-Key	Public	22 October 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Quarter 1 Housing Revenue Account (HRA) Finance Update	Will be considered by the Corporate Scrutiny Committee on 5 December 2024
2024/25 Quarter 1 General Fund Finance Update	Cabinet	Non-Key	Public	22 October 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Quarter 1 General Fund Finance Update	Will be considered by the Corporate Scrutiny Committee on 5 December 2024

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	22 October 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Local Enforcement Plan 305	Cabinet	Key	Public	22 October 2024	<p>Councillor Tony Saffell tonyc.saffell@nwleicestershire.gov.uk</p> <p>Planning and Development Team Manager dylan.jones@nwleicesterhire.gov.uk</p>	Local Enforcement Plan	Community Scrutiny 19 September
East Midlands Development Company	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	22 October 2024	<p>Councillor Keith Merrie MBE keith.merrie@nwleicestershire.gov.uk</p> <p>Strategic Director of Place Tel: 01530 454555 james.arnold@nwleicesterhire.gov.uk</p>	TBC East Midlands Development Company	no scrutiny proposed as decision about closing down external company and no alternative option can be considered.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Commercial Lettings	Cabinet	Key	Private	22 October 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk</p>	Commercial Lettings	N/A delegated Cabinet function
Acquisitions and Disposals 356	Cabinet	Key	Private	22 October 2024	<p>Housing, Property and Customer Services Portfolio Holder</p> <p>Head of Property and Regeneration, Head of Housing Tel: 01530 454 354, paul.wheatley@nwleicester.gov.uk, jane.rochelle@nwleicester.gov.uk</p>	Acquisitions	N/A delegated Cabinet function
Award of Contracts	Cabinet	Key	Private	22 October 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Strategic Director of Communities Tel: 01530 454819 andy.barton@nwleicester.gov.uk</p>	Award of Contracts	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private <small>(and reason – where private)</small>	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
November 2024							
Draft Local Nature Recovery Strategy	Cabinet	Key	Public	26 November 2024	Councillor Tony Saffell tonyc.saffell@nwleicestershire.gov.uk Head of Planning and Infrastructure Tel: 01530 454668 chris.elston@nwleicestershire.gov.uk	Request from Leicestershire County Council Draft Local Nature Recovery Strategy	The Council is only being asked to agree to publication of the strategy for consultation purposes.
Commercial Lettings 357	Cabinet	Key	Private	26 November 2024	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicestershire.gov.uk Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicestershire.gov.uk	Commercial Lettings	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Acquisitions and Disposals	Cabinet	Key	Private	26 November 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration, Head of Housing Tel: 01530 454 354, paul.wheatley@nwleicester.gov.uk, jane.rochelle@nwleicester.gov.uk</p>	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	26 November 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Award of Contracts	Cabinet	Key	Private	26 November 2024	<p>Andy Barton Tel: 01530 454819 andy.barton@nwleicester.gov.uk</p> <p>Strategic Director of Communities Tel: 01530 454819 andy.barton@nwleicester.gov.uk</p>	Award of Contracts	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts Write Offs	Cabinet	Key	Public	26 November 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts Write Offs	N/A - function delegated to Cabinet
Minutes of the Coalville Special Expenses Working Party 659	Cabinet	Non-Key	Public	26 November 2024	Councillor Tony Gillard Tel: 01530 452930 tony.gillard@nwleicestershire.gov.uk Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicestershire.gov.uk	Minutes of the Coalville Special Expenses Working Party	N/A
December 2024							
2024/25 Quarter 2 Housing Revenue Account (HRA) Finance Update	Cabinet	Non-Key	Public	17 December 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Finance Team Manager sarah.magill@nwleicestershire.gov.uk	2024/25 Quarter 2 Housing Revenue Account (HRA) Finance Update	To be considered by the Corporate Scrutiny Committee on 13 March 2025

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Council Tax Discounts and Exemptions	Cabinet	Key	Public	17 December 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Strategic Director of Resources (Section 151 Officer) paul.stone@nwleicestershire.gov.uk</p>	Council Tax Discounts and Exemptions	
2024/25 Quarter 2 General Fund Finance Update 360	Cabinet	Non-Key	Public	17 December 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Finance Team Manager sarah.magill@nwleicestershire.gov.uk</p>	2024/25 Quarter 2 General Fund Finance Update	To be considered by the Corporate Scrutiny Committee on 13 March 2025
Commercial Lettings	Cabinet	Key	Private	17 December 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicestershire.gov.uk</p> <p>Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicestershire.gov.uk</p>	Commercial Lettings	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Acquisitions and Disposals	Cabinet	Key	Private	17 December 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration, Head of Housing Tel: 01530 454 354, paul.wheatley@nwleicester.gov.uk, jane.rochelle@nwleicester.gov.uk</p>	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	17 December 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Award of Contracts	Cabinet	Key	Private	17 December 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Strategic Director of Communities Tel: 01530 454819 andy.barton@nwleicester.gov.uk</p>	Award of Contracts	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Draft 2025/26 Robustness of Budget Estimates	Cabinet	Non-Key	Public	17 December 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk</p> <p>Strategic Director of Resources (Section 151 Officer) paul.stone@nwleicestershire.gov.uk</p>	Draft 2025/26 Robustness of Budget Estimates	Corporate Scrutiny: 05/12/24
Draft 2025/26 Housing Revenue Account (HRA) Budget and Rent Setting	Cabinet	Key	Public	17 December 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk</p>	Draft 2025/26 Housing Revenue Account (HRA) Budget and Rent Setting	Corporate Scrutiny: 05/12/24
Draft 2025/26 General Fund Budget and Council Tax	Cabinet	Key	Public	17 December 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk</p>	Draft 2025/26 General Fund Budget and Council Tax	Corporate Scrutiny: 05/12/24

January 2025

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Tree Management Strategy and General Fund Action Plan	Cabinet	Key	Public	28 January 2025	<p>Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicester.gov.uk</p> <p>Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk</p>	Tree Management Strategy and General Fund Action Plan	Will be considered by the Community Scrutiny Committee in December 2024.
Disabled Facilities Grants Review	Cabinet	Non-Key	Public	28 January 2025	<p>Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicester.gov.uk</p> <p>Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk</p>	Disabled Facilities Grants Review	Community Scrutiny, December 2024
Commercial Lettings	Cabinet	Key	Private	28 January 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk</p>	Commercial Lettings	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Acquisitions and Disposals	Cabinet	Key	Private	28 January 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration, Head of Housing Tel: 01530 454 354, paul.wheatley@nwleicester.gov.uk, jane.rochelle@nwleicester.gov.uk</p>	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	28 January 2025	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Award of Contracts	Cabinet	Key	Private	28 January 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Strategic Director of Communities Tel: 01530 454819 andy.barton@nwleicester.gov.uk</p>	Award of Contracts	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts Write Offs	Cabinet	Key	Public	28 January 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts Write Offs	N/A - function delegated to Cabinet
Robustness of Budget Estimates and Adequacy of Reserves COC	Cabinet	Non-Key	Public	28 January 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Strategic Director of Resources (Section 151 Officer) paul.stone@nwleicestershire.gov.uk	Robustness of Budget Estimates and Adequacy of Reserves	Corporate Scrutiny: 05/12/24
Capital Strategy, Treasury Management Strategy and Prudential Indicators - 2025/26	Cabinet	Key	Public	28 January 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk	Capital Strategy, Treasury Management Strategy and Prudential Indicators - 2025/26	Corporate Scrutiny: 05/12/24

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Housing Revenue Account (HRA) Budget and Rent Setting - 2025/26	Cabinet	Key	Public	28 January 2025	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk</p>	Housing Revenue Account (HRA) Budget and Rent Setting - 2025/26	Corporate Scrutiny: 05/12/24
General Fund Budget and Council Tax - 2025/26 366	Cabinet	Key	Public	28 January 2025	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk</p>	General Fund Budget and Council Tax - 2025/26	Corporate Scrutiny: 05/12/24
Minutes of the Coalville Special Expenses Working Party	Cabinet	Non-Key	Public	28 January 2025	<p>Councillor Tony Gillard Tel: 01530 452930 tony.gillard@nwleicestershire.gov.uk</p> <p>Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicestershire.gov.uk</p>	Minutes of the Coalville Special Expenses Working Party	N/A

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Car Parking Review	Cabinet	Non-Key	Public	28 January 2025	Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicester.gov.uk Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk	Car Parking Review	Community Scrutiny, December 2024.
February 2025							
Performance Monitoring Report 367	Cabinet	Non-Key	Public	25 February 2025	Councillor Keith Merrie MBE keith.merrie@nwleicester.gov.uk Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleicester.gov.uk	Performance Monitoring Report	Will be considered by the Corporate Scrutiny Committee on 13 March 2025
Commercial Lettings	Cabinet	Key	Private	25 February 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk	Commercial Lettings	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Acquisitions and Disposals	Cabinet	Key	Private	25 February 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration, Head of Housing Tel: 01530 454 354, paul.wheatley@nwleicester.gov.uk, jane.rochelle@nwleicester.gov.uk</p>	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	25 February 2025	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Award of Contracts	Cabinet	Key	Private	25 February 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Strategic Director of Communities Tel: 01530 454819 andy.barton@nwleicester.gov.uk</p>	Award of Contracts	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
March 2025							
2024/25 Quarter 3 Housing Revenue Account (HRA) Finance Update	Cabinet	Non-Key	Public	25 March 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Quarter 3 Housing Revenue Account (HRA) Finance Update	Will be considered by the Corporate Scrutiny Committee on 8 May 2025
2024/25 Quarter 3 General Fund Finance Update 696	Cabinet	Non-Key	Public	25 March 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Quarter 3 General Fund Finance Update	Will be considered by the Corporate Scrutiny Committee on 8 May 2025
Commercial Lettings	Cabinet	Key	Private	25 March 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk	Commercial Lettings	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Acquisitions and Disposals	Cabinet	Key	Private	25 March 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration, Head of Housing Tel: 01530 454 354, paul.wheatley@nwleicester.gov.uk, jane.rochelle@nwleicester.gov.uk</p>	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	25 March 2025	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Award of Contracts	Cabinet	Key	Private	25 March 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Strategic Director of Communities Tel: 01530 454819 andy.barton@nwleicester.gov.uk</p>	Award of Contracts	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts Write Offs	Cabinet	Key	Public	25 March 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts Write Offs	N/A - function delegated to Cabinet
Minutes of the Coalville Special Expenses Working Party 371	Cabinet	Non-Key	Public	25 March 2025	Councillor Tony Gillard Tel: 01530 452930 tony.gillard@nwleicestershire.gov.uk Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicestershire.gov.uk	Minutes of the Coalville Special Expenses Working Party	N/A
April 2025							
Performance Monitoring Report	Cabinet	Non-Key	Public	22 April 2025	Councillor Keith Merrie MBE keith.merrie@nwleicestershire.gov.uk Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleicestershire.gov.uk	Performance Monitoring Report	Will be considered by the Corporate Scrutiny Committee on 8 May 2025.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Commercial Lettings	Cabinet	Key	Private	22 April 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk</p>	Commercial Lettings	N/A delegated Cabinet function
Acquisitions and Disposals 372	Cabinet	Key	Private	22 April 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration, Head of Housing Tel: 01530 454 354, paul.wheatley@nwleicester.gov.uk, jane.rochelle@nwleicester.gov.uk</p>	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	22 April 2025	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Award of Contracts	Cabinet	Key	Private	22 April 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Strategic Director of Communities Tel: 01530 454819 andy.barton@nwleicester.gov.uk	Award of Contracts	N/A delegated Cabinet function
May 2025							
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts Write Offs	Cabinet	Key	Public	20 May 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts Write Offs	N/A - function delegated to Cabinet
June 2025							
2024/25 Provisional Financial Outturn - Housing Revenue Account (HRA)	Cabinet	Non-Key	Public	24 June 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Provisional Financial Outturn - Housing Revenue Account (HRA)	N/A

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
2024/25 Provisional Financial Outturn - General Fund	Cabinet	Non-Key	Public	24 June 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Provisional Financial Outturn - General Fund	N/A
Treasury Management Stewardship Report 2024/25 374	Cabinet	Non-Key	Public	24 June 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Treasury Management Stewardship Report Treasury Management Stewardship Report 2024/25	Audit & Governance Committee - 04/06/25