



Tuesday, 7 September 2021

Dear Sir/Madam

A meeting of the Leisure and Health Committee will be held on Wednesday, 15 September 2021 in the Council Chamber, Council Offices, Foster Avenue, Beeston NG9 1AB, commencing at 7.00 pm.

Should you require advice on declaring an interest in any item on the agenda, please contact the Monitoring Officer at your earliest convenience.

Yours faithfully

Chief Executive

To Councillors:	I L Tyler (Chair)	S Easom
	D Bagshaw (Vice-Chair)	S Kerry
	S A Bagshaw	H G Khaled MBE
	M Brown	H Land
	M J Crow	R D MacRae
	T A Cullen	J P T Parker
	S Dannheimer	

## A G E N D A

### 1. APOLOGIES

To receive apologies and to be notified of the attendance of substitutes.

### 2. DECLARATIONS OF INTEREST

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.

### 3. MINUTES

(Pages 5 - 8)

The Committee is asked to confirm as a correct record the minutes of the meeting held on 9 June 2021.

Council Offices, Foster Avenue, Beeston, Nottingham, NG9 1AB

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4. PRESENTATION FROM CAHMS
5. UPDATED ARMED FORCES COMMUNITY COVENANT ACTION PLAN 2021/23 (Pages 9 - 16)  
  
To update Committee on progress and seek approval for the new Armed Forces Community Covenant Action Plan.
6. VOLUNTARY SECTOR COMPACT (Pages 17 - 20)  
  
To advise Committee on the development of a compact between Public Sector Bodies and the Voluntary and Community Sector in Nottinghamshire and to seek approval from the Committee on the adoption of the Compact by the Council.
7. THE POLICY, SUPPLY AND PROVISION OF CHRISTMAS DECORATIONS (Pages 21 - 24)  
  
To provide members with information on the policy, supply and provision of Christmas decorations.
8. PREVENTION CONCORDAT FOR BETTER MENTAL HEALTH FOR ALL (Pages 25 - 68)  
  
To advise Committee of and to seek approval for the submission of an application to sign up to Public Health England's Prevention Concordat for Better Mental Health for All.
9. MENTAL HEALTH ACTION PLAN UPDATE (Pages 69 - 88)  
  
To update Committee on progress of the Mental Health Action Plan.
10. FOOD CLUBS UPDATE (Pages 89 - 92)  
  
To advise the Committee on the progress of the development of three Food Clubs in the Borough.

11. PERFORMANCE MANAGEMENT -REVIEW OF BUSINESS PLAN PROGRESS-HEALTH (Pages 93 - 100)

To report progress against outcome targets identified in the Health Business Plan, linked to Corporate Plan priorities and objectives, and to provide an update as to the latest key performance indicators therein.

12. PERFORMANCE MANAGEMENT -REVIEW OF BUSINESS PLAN PROGRESS-LIBERTY LEISURE LIMITED (Pages 101 - 110)

To report progress against outcome targets identified in the Liberty Leisure Limited Business Plan, linked to Corporate Plan priorities and objectives, and to provide an update as to the latest key performance indicators therein.

13. WORK PROGRAMME (Pages 111 - 112)

To consider items for inclusion in the Work Programme for future meetings.

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## **LEISURE AND HEALTH COMMITTEE**

**WEDNESDAY, 9 JUNE 2021**

Present: Councillor I L Tyler, Chair

Councillors: S A Bagshaw  
D Bagshaw  
M Brown  
S J Carr (ex-officio)  
M J Crow  
T A Cullen  
S Dannheimer  
S Easom  
S Kerry  
H G Khaled MBE  
H Land  
R D MacRae  
J P T Parker

### 1 **DECLARATIONS OF INTEREST**

Councillor R D MacRae declared a non-pecuniary interest in item 5, as he supported and worked with the Stapleford Food Project, minute number 4 refers  
Councillor S Easom declared a non-pecuniary interest as he was a Director of Liberty Leisure item number 7.2 and 7.3, minute numbers 7 and 8 refers.

### 2 **MINUTES**

The minutes of the meeting held on 20 January 2021 were confirmed and signed as a correct record.

### 3 **PRESENTATION ON RESHAPING HEALTH SERVICES IN NOTTINGHAM PROGRAMME AND TOMORROW'S NOTTINGHAM UNIVERSITY HOSPITALS**

The Committee welcomed a presentation from NHS Nottingham and Nottinghamshire Clinical Commissioning Group on the reshaping of Health Services in Nottinghamshire.

### 4 **FOOD ON OUR DOORSTEP CLUBS**

Members were advised of a scheme to provide three Food On Our Doorstep Clubs in the borough. The aim of the setting up of the Food Clubs in order for was families to have increased access to healthier and affordable foods. The eligibility criteria for these clubs was that at least one child must be under 5 and live within the children's

centre catchment area but can be developed if needed to support families with older children.

The three Food Clubs in Broxtowe at this stage would be located at:

- Eastwood Children's Centre, Chewton Street
- Beeston North Children's Centre, Alderman Close, Beeston
- Chilwell Children's Centre, Great Hogget Drive Chilwell.

Concern had been raised regarding the impact on already existing schemes however, members were reassured that the food clubs would work complimentary to the existing food clubs. Ideas around healthy eating, recipe cards and growing food to the table were also discussed.

**RESOLVED that the setting up of three Food Clubs in the Borough be approved.**

## 5 HEALTH ACTION PLAN

Members considered the new Health Action Plan (May 2021 to April 2023) and were updated with the wide ranging opportunities for improving health and wellbeing in the borough by coordinating the engagement and involvement of public, voluntary, community and private sector agencies. Discussions ensued around the actions and aims of the plan and the positive outcomes that will benefit the borough.

**RESOLVED that the Health Action Plan be approved.**

## 6 LONELINESS AND SOCIAL ISOLATION

Members were advised of projects and organisations which were tackling loneliness and social isolation in the Borough.

Research had been carried out how COVID-19 and associated lockdown measures had affected loneliness in the UK. It was reported that adults most at risk of being lonely were young, living alone, on low incomes, out of work and, or with a mental health condition.

The Committee noted the report and details of some of the agencies and services that were available to offer help and support in Broxtowe.

## 7 PERFORMANCE MANAGEMENT REVIEW OF BUSINESS PLAN PROGRESS-HEALTH OUTTURN REPORT 2020/21

The Committee noted the progress made against outcome targets that were identified in the Community Safety and Health Business Plan, linked to the Corporate Plan priorities and objectives and members were updated with the latest key performance indicators.

8 PERFORMANCE MANAGEMENT REVIEW OF BUSINESS PLAN PROGRESS-  
LIBERTY LEISURE LIMITED -OUTTURN REPORT

The Committee noted the progress made in achieving the Business Plan for Liberty Leisure Limited and the outturn performance indicators for 2020/21.

9 WORK PROGRAMME

The Committee considered the work programme and agreed to add updates from the Food On Our Doorstep Clubs to future meetings.

**RESOLVED that the work programme, with the addition of updates from the Food on our Doorstep Clubs be approved.**

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## Report of the Chief Executive

### **UPDATED ARMED FORCES COMMUNITY COVENANT ACTION PLAN 2021/23**

#### 1. Purpose of report

To update Committee on progress and seek approval for the new Armed Forces Community Covenant Action Plan.

#### 2. Background

The Military Covenant or Armed Forces Covenant is a term introduced in 2000 to refer to the mutual obligations between the nation and its Armed Forces. It is an informal understanding, rather than a legally enforceable deal, but it is nevertheless treated with great seriousness within the services. Organisations which sign up to the Covenant pledge that they acknowledge and understand that those who serve or who have served in the armed forces, and their families, should be treated with fairness and respect in the communities, economy and society they serve with their lives.

The Armed Forces Community includes regular personnel; reservists; veterans and families and the immediate family of service personnel who have died, whether or not the death was connected with the Service.

The Covenant sets a framework for how the veterans Community can expect to be treated, but it is not possible to specify in detail how it should be applied in every case.

Broxtowe Borough Council signed up to the Armed Forces Community Covenant in January 2012. The Authority is also signed up to The Defence Employer Recognition Scheme (ERS) which encourages employers to support defence and inspire others to do the same. The scheme recognises employer organisations that pledge, demonstrate or advocate support to defence and the armed forces community, and align their values with the Armed Forces Covenant.

Construction has started on the veteran's accommodation which will be completed later this year and a local lettings policy is in place to ensure appropriate nominations are made for the properties. The Authorities recruitment policy has also been amended to ensure veterans who meet the essential criteria are guaranteed an interview and this scheme is being promoted through veteran's networks.

A copy of the latest action plan is attached in the appendix.

#### **Recommendation**

**Committee is asked to RESOLVE that the new Armed Forces Community Covenant Action Plan 2021/23 be approved and to NOTE progress.**

Background papers:Nil

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Broxtowe  
Borough  
COUNCIL

# ARMED FORCES COVENANT ACTION PLAN

1 JUNE 2021 TO 31 MAY 2023

THEME	ACTION / DESCRIPTION	LEAD / PARTNERS	COMPLETION DATES	UPDATE
Broxtowe Borough Council representation on the Civil Military Partnership Board (CMPB)	Marice Hawley	Communities Officer BBC	On-going	Date of meetings 04/06/21
Publicity Promotion and Communication	Promote and publicise a minimum of 3 Armed Forces events/project/initiatives to the general public, staff and partners	Communities Officer Comms Team BBC		Flag Raising to mark 100 years of the Royal British Legion 15/05/21 Flag Raising for Armed Forces Day 21/06/21 Remembrance Day 11/11/21
	Develop and maintain an Armed Forces web page on the BBC website including all appropriate links and promotion of the Armed Forces Covenant Fund	Communities Officer Comms team BBC	On-going	Website updated and current 03/06/21
Promote all services and initiatives as part of the council's Live Well Together campaign	Live Well Together includes all aspects of physical and mental health, financial health and Domestic Abuse	Comms Team BBC	On-going	Date to TBC
	Identify and promote BBC's armed forces champion	Communities Officer Democratic Services BBC		Cllr Milan Radulovic MBE. Leader of the Council
	Maintain a data base of contacts for a virtual Armed Forces Covenant steering group and circulate appropriate literature to the data base	Communities Officer BBC	On-going	Database maintained and current

	Maintain close links with local Armed Forces charity Forces in the Community	Communities Officer BBC	On-going	We are engaged with Forces in the Community and they are linked in to all our partnership groups
Veterans Together Network	Promotion of the Veterans Together Network to partners and the wider community	Communities Officer BBC NCC initiative	On-going	Currently 1 group in Broxtowe held in Beeston
Employee Recognition Scheme /Employment	Promote the Armed Forces Employer Recognition Scheme (ERS).	Communities Officer Aaron Gidney BBC		BBC gained Bronze award 26/11/18 Plans in place for HR to apply for the Silver award at the next application round once it is announced
Armed Forces and Reservists recruitment	Investigate further council policies on Armed Forces and Reservists recruitment in relation to the application process and the guaranteed interview scheme	Aaron Gidney Communities Officer BBC		BBC HR reviewing and updating policies with regard to Armed Forces recruitment
Employee Development	Produce a briefing note to be circulated to all staff and elected members about the Armed Forces Covenant and signpost to e-learning	Communities Officer BBC		Briefing note circulated to Members Matters/SMT/BEN Will be repeated October 2022
Promotion to the wider community	Produce an article about the Armed Forces Covenant	Communities Officer Comms Team BBC		Article to be placed in Broxtowe Matters (publication that is distributed to over 47,000 households and businesses) 2022
Funding Support for Local Authorities	Investigate and make application to the MOD Community Covenant for a one-off grant of 25k to support work with Armed Forces families past and present	Head of Service for Housing CEO		Application to be made to the Covenant Fund by Rachael Shaw 2021

**BROXTOWE BOROUGH COUNCIL LOCAL AUTHORITY SERVICES FOR MEMBERS OF THE ARMED FORCES PAST AND PRESENT**

SERVICE	DETAILS
All members of the armed forces past and present can access all universal services as and when appropriate	
SOCIAL HOUSING	<p>The following Armed Forces Personnel with housing needs qualify to register with Homesearch and in accordance with the Armed Forces Covenant those who fall into a reasonable preference category will be awarded an additional 6 months waiting time on the scheme which will afford them an additional level of priority:</p> <ul style="list-style-type: none"> <li>• Former members of the Armed Forces</li> <li>• Serving members of the Armed Forces who need to move because of a serious injury, medical condition or disability sustained as a result of their service</li> <li>• Bereaved spouses and civil partners of members of the Armed Forces leaving Services Family Accommodation following the death of their spouse or partner</li> <li>• Serving or former members of the Reserve Forces who need to move because of a serious injury, medical condition or disability sustained as a result of their service</li> <li>• Removal of the local connection criteria specifically if they have been discharged within the last 5 years or if they need to move due to serious injury or disability or medical condition sustained as a result of their service.</li> </ul>
SOCIAL HOUSING	Broxtowe Borough Council has 5 dedicated flats at Oakfield Road, Stapleford for veterans under construction (due December 2021)
WELFARE FUNERALS FOR EX-SERVICE VETERANS	As a mark of respect and gratitude for ex-service men with no known family the borough council will bear the cost of an officiant at welfare funerals for ex-service veterans from Broxtowe or Erewash
ELECTORAL SERVICES	Electoral Services visits Chetwynd Barracks to give presentations and advice on voter registration (How to register/Why register/Where to register etc)
VOLUNTARY SECTOR PROVISION	
CITIZEN'S ADVICE BUREAU (CAB)	<p><b>Citizen's Advice Broxtowe (CAB)</b> provides services to the armed forces and veterans including : -</p> <ul style="list-style-type: none"> <li>• General Advice Service (benefits, housing, employment and debt</li> </ul>

	<p>advice).</p> <ul style="list-style-type: none"> <li>• Partnership working with SSAFA and The Royal British Legion</li> </ul> <p>For further information please contact CAB</p>
FORCES IN THE COMMUNITY	<p><b>Forces in the Community</b> provides support to service personnel and their families and veterans including: -</p> <ul style="list-style-type: none"> <li>• employment guidance</li> <li>• housing advice</li> <li>• mental health support</li> <li>• Drop-in centre open 5 days per week</li> </ul> <p>For further information please contact Forces in the Community</p>

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## Report of the Chief Executive

### **VOLUNTARY SECTOR COMPACT**

#### 1. Purpose of report

To advise Committee on the development of a compact between Public Sector Bodies and the Voluntary and Community Sector in Nottinghamshire and to seek approval from the Committee on the adoption of the Compact by the Council.

#### 2. Background

The Voluntary and Community Sector (VCS) across Nottinghamshire has always made a huge contribution to the lives of the people of the County.

Building on examples of cross-sector collaboration during the pandemic, the Compact has been developed to provide a framework for partners to work together going forward, to build capacity in local communities in addition to helping to generate wider debate that will shape a stronger future for the VCS across both Nottinghamshire and Nottingham.

Voluntary and community groups are involved in a wide number of partnerships with local public services including local authorities, health, the police and fire and rescue services. The way in which local relationships are developed has a strong impact on communities, and the way in which services are delivered.

To implement the Compact effectively, partners are each being asked to formally adopt the Compact, and to then ensure that its principles are incorporated within their organisations work. This will support the development and longer-term sustainability of the VCS to help residents and communities effectively.

To facilitate more effective partnership working going forward, a 'Working Collaborative' alliance will be developed. The Alliance of partners will aim to better understand how the VSC contributes to, and can leverage its resources towards, an integrated 'systems approach'. It will embed good practice and use community action to address any inequalities affecting our communities and create the opportunity for innovation across the County.

A copy of the Nottinghamshire VCS Compact is attached at the Appendix.

#### **Recommendation**

**The Committee is asked to RESOLVE that the adoption of the Compact on behalf of the Council be approved.**

#### Background papers

Nil

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## APPENDIX



## **THE NOTTINGHAM & NOTTINGHAMSHIRE COMPACT**

### **About the Compact**

This document is an agreement between public sector organisations and voluntary and community organisations [VCS] across the Nottingham and Nottinghamshire.

This Compact provides the framework for improved partnership working and recognises and supports the contribution that all partners make, underpinned by mutual understanding, trust and respect. It builds on the collaboration and joint working progressed as an emergency response to the Covid-19 pandemic.

It sets out how the public sector and the VCS can get the most out of partnership working by meeting our respective commitments and work together for the benefit of our communities and residents.

### **Background**

The VCS across Nottinghamshire and Nottingham makes a huge contribution and has, as ever, played a critical role during the pandemic. It is important the sector which provides services and support to those residents who are especially vulnerable to the virus such as older people, disabled people, those with specific health conditions, the homeless and those who are economically disadvantaged are supported in the longer term.

Strengthening relationships with and across the sector will maximise on opportunities to develop a whole systems approach to supporting the financial health and resilience of the sector ultimately leading to person centred, sustainable services and a longer-term impact on widening health inequalities. Joint and collaborative working will enable the health and social care system to benefit from the expertise and local knowledge of VCS partners and in the short-term enable direct coordinated support to those communities disproportionately affected by the pandemic.

For the purposes of this document the term 'Voluntary and Community Sector' is used to describe voluntary organisations, community groups, the community work of faith groups, and those social enterprises and community interest companies where there is a wider accountability to the public via a board of trustees or membership and all profits are reinvested in their social purpose.

### **Shared Values & Principles**

We propose that these shared values and principles should be used to guide and underpin the long-term development of our working relationships across Nottinghamshire and Nottingham:

- Working as equal partners, the VCS is accepted with parity of esteem by its statutory colleagues and that collaboration across and between the VCS is an important principal. A relationship built on trust, equality and mutual understanding for the achievement of common aims and objectives, we will add value to services in Nottinghamshire.
- Joint working demands integrity and a willingness to regularly communicate in an accountable, open and honest ways and
- We will accept the challenges each partner may face and use a strength- based approach to solving problems together
- Accept that LRF partners and the voluntary and community sector have distinct but valuable and complementary roles, in the development and delivery of public policy and services
- Differences of opinion will arise, but we are committed to resolving them in a constructive and respectful manner driven by shared purpose and values and not individual gain.
- The independence and diversity of the voluntary and community sector is crucial to the development, delivery and scrutiny of quality services
- Voluntary and community organisations are entitled, regardless of funding sources, to act as advocates in seeking to influence and strengthen public policy.
- All partners will be respected and afforded the opportunity to put across their point of view
- We will work in partnership to ensure that minority ethnic and other disadvantaged groups are included in our consultation and policy development processes so that their views are heard, and their concerns acted upon
- We will work collaboratively to ensure that the voices of individuals and groups who face health inequalities are heard within consultation and policy development processes including the co-design and production of services
- We will respect each other's specialisms and expertise
- We will always seek the knowledge and guidance of the community we serve in the redesign of services
- We will work together to maximise the impact of investment in the VCS through a strategic approach to funding which eliminates duplication and targets the needs of local communities to gain the greatest return for the Nottingham and Nottinghamshire pound.
- We will accept the value of individual emotional, psychological and interpersonal [soft outcomes] and social benefits in challenging health inequalities and integrate the Social Value Act 2019 in the decisions we make.

### **Implementing the Compact**

Implementing this Compact can help partners achieve:

- Equity in relationships
- Informed decisions based on the knowledge of local communities
- More appropriate funding that more closely reflects the needs users
- Progress towards a more equal society by identifying and tackling inequality and disadvantage
- Value for money

To implement the Compact effectively, public sector and VCS organisations will take steps to ensure that they:

- Are aware of the Compact and its implications for their work
- Incorporate the principles and values of the Compact into their policies and procedures

## Report of the Deputy Chief Executive

### THE POLICY, SUPPLY AND PROVISION OF CHRISTMAS DECORATIONS

#### 1. Purpose of report

To provide members with information on the policy, supply and provision of Christmas decorations.

#### 2. Background and detail

The Borough Council currently provides Christmas decorations in the four town centres of Beeston, Eastwood, Kimberley and Stapleford; and also at Hilltop in Eastwood and, in 2020, a small number at Gilthill adjacent to some businesses.

The last policy agreed by committee in 2018 was not to provide them any more in primarily residential areas. As a consequence, they were no longer provided at Beeston (Middle Street to Queens Road), Eastwood (between the town centre and Hilltop), Kimberley (between the Depot and the first business) and Toton (Nottingham Road to Swiney Way). However, the same committee also agreed to additional decorations in the town centre cores of Kimberley and Stapleford.

In 2020 the County Council clarified that a 5KN load test must be undertaken for all over-carriageway fixings. Sadly, some anchorages failed a 4KN test in September 2020 and, as a consequence no over-carriageway decorations were provided in any location in 2020. It has not been possible to prioritise replacement options during 2021 as this involves negotiations and legal agreements with private building owners, probable structural works to their properties and hence additional expenditure beyond the available budget.

Further details are given in the appendix.

#### 3. Options for future years

The main options which could be considered for future years are as follows:

- Status quo (ie. as per 2020), albeit with replacement of life-expired items.
- Status quo plus investigate options and costs to reinstate across carriageway decorations.
- Explore handing over responsibility for Christmas decorations to the town councils in Eastwood, Kimberley and Stapleford and recharge those in Beeston to the Special Expenses Fund.
- Enhancements.

#### 4. Financial implications

These are given in the appendix.

### **RECOMMENDATION**

**The Committee is asked to:**

- 1. NOTE the report**
- 2. CONSIDER whether it should receive detailed reports on options for future years and RESOLVE accordingly.**

Background papers - Nil

## APPENDIX

**Background information****Management of Christmas decorations**

## Broxtowe Borough Council

Until 2012 Christmas decorations were managed by the then in-house street lighting team. This changed when the street lighting function transferred to the County Council. Since 2012 they have been managed variously by the Environment, Town Centre Management and Public Buildings teams, using a private contractor to undertake the actual works. It has been a struggle to give them the priority they need (especially during the pandemic period), which is why one option may be to handover management responsibility, where applicable, to the town councils. It is interesting to see that no nearby councils provide Christmas lights in parished areas (other than on a rechargeable basis).

## Amber Valley Borough Council

*“Local parish councils are responsible for the Christmas lighting within their own local area. The Borough Council does not provide any grant aid or financial support towards the provision of Christmas trees/decorations provided by the Parish Council’s. You are correct in your assumption that the cost is met directly by the Parish/Town Council via their Precept.”*

## Ashfield District Council

*“ADC funds the three (non-parished) town centres, we no longer fund the villages/ neighbourhoods, some of these receive funding via the county councillors/ parish etc.”*

## Bassetlaw District Council

*“The xmas lights in Bassetlaw are managed by the North Notts Business Improvement District Ltd (Bassetlaw Bid)”*

## Erewash Borough Council

*“The Borough Council only pays for Christmas Lighting Decorations in the two main towns (Ilkeston & Long Eaton) (these are non-parished areas). We do undertake Christmas lighting installations / maintenance / removal for Sawley Parish Council and Dale Abbey Parish Council but all associated costs are recouped back off the Parish Councils. All other Parishes (Breaston, Draycott, Borrowash / Ockbrook / Stanley etc) carryout their own installations and Erewash BC has no involvement in these.”*

## Newark &amp; Sherwood District Council

*“The Christmas lights in Newark are funded by Newark Town Council”*  
The same applies in Southwell and Ollerton.

## Others

Any further responses received from Mansfield, Gedling and Rushcliffe will be reported verbally at committee.

### Ownership of decorations

The decorations in Broxtowe are owned by the Borough Council. However, in 2016/17 the town councils of Eastwood and Stapleford 75%-funded the replacement of the Christmas lights in their respective towns. Some years prior to this the then Beeston BID funded additional Christmas lights in Beeston, whilst Kimberley Town Council 100% funded the replacement of the lights in Kimberley.

Approximate replacement costs were: -

- Eastwood - £16,000
- Kimberley - £15,000
- Stapleford - £20,000

It can be seen that all of the main decorations are now at least 5 years old (other than some newer tree decorations in Kimberley and Stapleford), with some in excess of 10 years old in Beeston. As such most will need replacement within the next 2-4 years.

### Installation contract

Until 2012 the decorations were installed, maintained and taken down by the in-house street lighting team. Since then the works have been tendered, with the same contractor throughout: -

- Leisure Lites (an Eastwood-based company who also provide Christmas decorations for Erewash Borough) won a 3-year contract for the period Christmas 2012-2014.
- In 2015 five companies were invited to tender. Three submitted tenders but one of these did not meet the required criteria. The contract for a maximum of 3 years (2015-2017) was again won by Leisure Lites Ltd. The only other acceptable tender was priced significantly more than Leisure Lites.
- In 2018 committee agreed to a 1-year direct award to Leisure Lites for Christmas 2018.
- In 2019 further tendering was undertaken but only Leisure Lites responded, despite extensive publicity via Contracts Finder etc. Leisure Lites were consequently awarded the 2019 contract, a position continued for 2020 due to the pandemic, and also proposed for 2021.
- Other decoration companies were directly approached in 2019, but the two that engaged stated that they were not interested in an installation-only contract and would only do this if new and enhanced lighting was also purchased through them at the same time. They also indicated that their approach in such circumstances is often to sub-contract installation to local companies.
- Re-tendering will be required for future years, especially if a more radical enhancement option is chosen.

### Budgets

The annual budget is mostly spent on the installation contract and electricity charges, with a small amount (c£3-4,000) available for major repairs and ad-hoc replacement of life-expired decorations. The electricity consumption and cost has reduced significantly in recent years with the conversion of all lights to LED, but this saving has been matched by an increase in installation contract costs and the need to repair / replace an ageing lighting stock.

Year	Budget	Out-turn
2018/19	43,000	47,555.58
2019/20	50,000	49,112.06
2020/21	50,000	48,582.62
2021/22	50,000	

### Options for future years

#### Status quo (ie. as per 2020), albeit with replacement of life-expired items

Under this option the current £50,000 budget would need to be gradually increased to allow for extra repairs and ad-hoc replacement as the existing stock ages. The estimated cost of like for like replacement of all the current decorations is **£75,000 one-off**, in addition to the annual installation contract.

#### Status quo plus investigate options and costs to reinstate across carriageway decorations.

The loss of the over carriageway decorations in Eastwood and Kimberley was particularly noted in 2020, less so in Beeston. The two main sub-options to reinstate them are:

- Install Broxtowe-owned columns in the footways to replace the failed anchorages, at an approximate cost of £1,500 per decoration plus possible electrical connection charges. However, some locations would not be suitable due to narrow footway widths and/or existing street clutter.
- Upgrade the existing anchorages to the required standard – all of which are on privately owned buildings. The cost is difficult to estimate as new legal agreements with building owners may be needed - especially if physical works are required to their properties – in addition to the cost of the anchorages themselves.

#### Explore handing over responsibility for Christmas decorations to the town councils in Eastwood, Kimberley and Stapleford

This would match what appears to be the practice in many neighbouring districts where towns have a parish council. However, no formal consultation has been carried out with any of the three town councils concerned. Beeston's lights would have to be funded via the Special Expenses fund and continue to be managed by the Borough Council.

### Enhancements

In 2019 contact was made with a number of organisations regarding significant enhancements to our current level of Christmas decorations. Two responses were received:

- Major enhancement with renting all new enhanced decorations for 4 years (including installation contract and storage) - **£105,000 per annum** Borough-wide
- No written quote but a verbal response that “£50,000 per annum is significantly short of the budget you need for a major enhancement. Unless you are proposing to increase that budget it is not worth us providing a detailed response”.



## Report of the Chief Executive

### **PREVENTION CONCORDAT FOR BETTER MENTAL HEALTH FOR ALL**

#### 1. Purpose of report

To advise Committee of and to seek approval for the submission of an application to sign up to Public Health England's Prevention Concordat for Better Mental Health for All.

#### 2. Detail

Pre-COVID-19, mental health problems were responsible for over a fifth of the 'burden of disease' in England costing over £105 billion. However, this burden has increased due to the impact of COVID-19 and is expected to increase still further due to the long term impacts of financial insecurity, widening inequalities and poverty, loneliness and isolation, loss of education and development, domestic violence, grief, deterioration in mental health problems due to reductions in service provision and support and working conditions especially for frontline workers.

The Prevention Concordat for Better Mental Health for All is Public Health England's (PHE's) prevention and promotion framework for better mental health designed for local systems. Launched by PHE in 2017 the concordat has recently been reviewed and relaunched, re-opening to local authorities and health partnerships from 7 December 2020.

The concordat focuses on prevention and the wider determinants of mental health to impact positively on the NHS and social care system by enabling early help through the use of upstream interventions. The relaunched concordat has a new focus on reducing mental health inequalities translating need into deliverable commitments. It encourages collaborative work across organisational boundaries and disciplines to secure place-based improvements that are tailored to local needs and assets.

The concordat commitment requires a 12-month mental health prevention and promotion action plan (which this committee have previously approved) and the signing the Prevention Concordat consensus statement.

A copy of the application form is attached at the appendix.

#### **Recommendation**

**The Committee is asked to RESOLVE that the application submission be approved.**

#### Background Papers

Nil

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## Prevention Concordat for Better Mental Health: Commitment level

### Information required from signatories to the Consensus Statement

We are delighted that you are interested in becoming a signatory to the [Prevention Concordat for Better Mental Health Consensus Statement](#). You will be joining a number of organisations who have committed to working together to prevent mental health problems and promote good mental health through local and national action.

### The Prevention Concordat Commitment level registration process

**Step 1.** Complete a first draft of your Prevention Concordat Commitment action plan using the template below and send it to [publicmentalhealth@phe.gov.uk](mailto:publicmentalhealth@phe.gov.uk).

*(Attach any supporting documents that you may want to share)*

**Step 2.** Your PHE regional lead will contact you to arrange an informal conversation and give feedback on your proposed plan.

**Step 3.** Make any changes to your action plan based on feedback.

**Step 4:** Once your application is complete you will need to obtain the signature of your most senior leader or Chief Executive Officer for formal approval of your plan.

**Step 5.** E-mail your final submission to [publicmentalhealth@phe.gov.uk](mailto:publicmentalhealth@phe.gov.uk)

**Step 6.** The national Public Mental Health team will review your application and will be in touch with the result within 2-4 weeks of the submission date.

**Step 7:** Following this, the national team will dispatch a certificate to the lead contact for your organisation.

**Step 8:** The national team will follow up progress after 12 months. New aspects of the programme to provide support and progression for existing signatories will be developed in 2021.

## Section 1 - Registration form

*Please note: If you are signing up on behalf of a partnership, e.g. health and wellbeing board, integrated care system, sustainability and transformation partnership or another type of partnership, please provide name, email, telephone number and job title of all the lead officers. Add additional columns as needed.*

<b>Lead contact name</b>	Alex McLeish
<b>Lead contact details</b>	Email: alex.mcleish@broxtowe.gov.uk Telephone number: 0115 917 3431
<b>Job title of lead officer</b>	Communities Officer (Health)
<b>Name of organisation / partnership.</b>	Broxtowe Borough Council (BBC)
<b>Local authority/region</b>	Nottinghamshire
<b>Post code</b>	NG9 1AB
<b>Weblink</b>	<a href="https://www.broxtowe.gov.uk/">https://www.broxtowe.gov.uk/</a>
<b>Twitter handle</b>	<a href="https://twitter.com/broxtowebc">https://twitter.com/broxtowebc</a>
<b>Organisation or Partnership</b>	Local Authority
<b>Please tell us more about your organisation's work</b> (no more than 150 words)	<p>The Borough of Broxtowe lies to the west of the City of Nottingham and is bounded by the River Trent on the south and the River Erewash on the west. There are four main towns in Broxtowe - Beeston, Stapleford, Kimberley and Eastwood.</p> <p>A total of 109,487 people were living in Broxtowe at the time of the 2011 Census</p> <p>The Borough is divided into 20 wards and represented by 44 Councillors.</p> <p>Two-tier local authority services in Broxtowe are provided by the Borough Council and Nottinghamshire County Council.</p>



	<p>As a local authority within Nottinghamshire we support the health and wellbeing of all of our residents, irrespective of race or where they live and reduce health inequalities / wider determinants of health through a wide variety of strategies and action plans.</p> <p>BBC has a corporate priority within the refreshed Corporate Plan 2020-2024; Health – Support people to live well. As part of this, a new Mental Health Action Plan 2021-2024 for Broxtowe has been created and signed off by the Leisure and Health Committee Nov 2020.</p> <p><a href="https://www.broxtowe.gov.uk/media/7433/corporate-plan-2020-2024-final-accessible.pdf">https://www.broxtowe.gov.uk/media/7433/corporate-plan-2020-2024-final-accessible.pdf</a></p> <p>The wider determinants of health are addressed through the Broxtowe Partnership Board and its active Local Strategic Partnership (LSP), amongst which, is the Broxtowe Health Partnership (BHP).</p> <p>The BHP, in partnership with our local health services, borough council, community &amp; voluntary organisations, and others aims to create wide ranging opportunities for improved health and wellbeing by developing joint initiatives to address health and wellbeing issues, focussing on areas in most need.</p>
<b>Please list any partners you are working with</b>	<p>BBC has an active Local Strategic Partnership (LSP) and Community Safety Partnership (CSP) with over 100 different organisations that we engage with to support our residents across many themes including mental health. Following advice from PHE, 5 -10 partners, would be sufficient to list below:</p> <p>Rushcliffe Community &amp; Voluntary Sector Middle Street Resource Centre Citizens Advice Broxtowe Nottinghamshire Fire and Rescue Service Breathe Easy Nottingham West* Chair of the Eastwood Primary Care Centre Patient* Participation Group</p>



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	Eastwood Memory Café Chairperson Eastwood Primary Care Centre Service Coordinator Active Notts. NHS Nottingham and Nottinghamshire CCG
<b>Please give a lead contact name and email for each member of the partnership</b>	Contact details of Partnership Organisations.



## Section 2 – Action Plan

The Prevention Concordat for Better Mental Health is based on [the five-domain framework for local action](#). Please describe what you are planning to commit to in the **next 12 months** for your organisation/area using the form below. Please take into account the mental health impacts of COVID-19 when completing this action plan.

(See the question prompts to support completion of this section).

Domain	Proposed actions	Lead	Timeframe
<b>2. Understanding local need and assets</b> <b>Prompts</b> <ul style="list-style-type: none"> <li>Are you undertaking or are you planning a mental health needs assessment that takes prevention of mental-ill health and promotion of wellbeing into account?</li> <li>How will you collect and analyse quantitative and qualitative data?</li> <li>How will you engage with local communities to map assets which can protect and promote mental health and wellbeing?</li> <li>How will (or does) your needs assessment take account of Covid19's disproportionate impact on different groups?</li> </ul>	<p>Review mental health joint strategic needs assessments (JSNA) created by Nottinghamshire County Council Public Health; Emotional and Mental Health of Children and Young People, Mental Health (Adults and Older People), Suicide Prevention. This will support Mental Health Promotion and Mental Illness Prevention by considering all JSNA commissioner's recommendations to be delivered locally, where possible.</p> <p>Review PHE Fingertips for Broxtowe specific data on common mental health disorders (CMHD) and suicide.</p>	<p>Communities Officer (Health)</p> <p>Communities Officer (Health)</p>	<p>The Leisure and Health Committee will sign off the application September 2021 Actions (other than those within our own action plan) will be completed by September 2022</p> <p>September 2022</p>



	<p>Review information around the Wider Determinants of Health on PHE Fingertips to inform effects upon CMHD and thus aid design and prioritisation of actions to address these; to understand “Protective” factors and “Risk” factors to CMHD</p>	Communities Officer (Health)	September 2022
	<p>Identify within the Broxtowe Partnership – local strategic partnership (LSP) and Community Safety Partnership (South Notts CSP) what mental health and social determinant data is collected, as above, to inform actions and their monitoring and review. Discover how this data is collected and if analysis to ethnic communities is possible.</p>	Communities Officer (Health) Local Strategic Partnership Community Safety Partnership	September 2022
	<p>Review and support consolidation of community asset maps (with consideration to ethnic community assets):</p> <p>NHS Nottingham &amp; Nottinghamshire Clinical Commissioning Group has created provisional detailed Neighbourhood maps, which have been shared through the Primary Care Network (PCN) via the Community Engagement Groups</p>	Communities Officer (Health) in partnership with NHS Nottingham & Nottinghamshire Clinical Commissioning Group and Community	September 2022





	<p>representing each of the three Neighbourhoods of Broxtowe.</p> <p>(These local engagement groups will comprise of members from local community groups, the voluntary sector, social prescribing services etc. who work together 'on-the-ground' to make positive changes in their communities through collective action. These groups also act as a conduit for building new connections and relationships between local community groups and community champions)</p> <p>(asset mapping is currently not available on PHE Fingertips)</p>	Engagement Groups	
	<p>Align all of the above to inform Broxtowe Borough Council Mental Health Action Plan / Concordat moving forward</p>	Communities Officer (Health)	September 2022
	<p>Identify LSP / CSP services that have post Covid recovery plans and how these align to mental health.</p>	Communities Officer (Health), LSP / CSP	September 2022



	<p>Working closely with the social prescribing team has supported the level of understanding and need in our areas.</p> <p>Briefly, the PHE Fingertips tool shows that the estimated prevalence of common mental health disorders (CMHD) in Broxtowe (2017) in those aged 16 and over was 14.6% and those 65 and older was 9.3% in comparison to the England average of 16.9% and 10.2% respectively. 2020 prevalence data for Nottinghamshire, in primary and in secondary school pupils with social, emotional and mental health needs was 2.03% and 2.14 % respectively. It is noted that the data trend is increasing and getting worse.</p> <p>It is estimated that 17,600 children in Nottinghamshire have a diagnosable mental health disorder at any one time (Nottinghamshire JSNA: Emotional and Mental Health of Children and Young People, 2021) This is important to note, (referenced in the JSNA Chapter), as half of all long-term adult mental health disorders are established by age 14 and three quarters by the age of 24. The impacts of poor mental health can</p>		
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	<p>be seen on social relationships, educational attainment, physical health, crime, homelessness and employment prospects.</p> <p>Data for the period 2017-19 shows the suicide rate for Broxtowe is 7.2 per 100,000 people (22 deaths), this is lower than the national rate of 10.1</p> <p>Whilst comparing positively to the England average, we recognise the challenges associated with interpreting mental health data due to the use of modelled or synthetic estimates. Moreover, data is either at a county, district or clinical commissioning group level but not ward level.</p> <p>A person's mental health can be affected by multiple factors and therefore we will design our actions to positively influence the wider determinants of health, in a life course approach.</p>		
Domain	Proposed actions	Lead	Timeframe
2. Working together Prompts	BBC has an active Local Strategic Partnership (LSP) and Community Safety Partnership (South Notts CSP) with over 100 different organisations		



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<ul style="list-style-type: none"><li>▪ <i>Are you collaborating with other organisations (e.g.: local employers, voluntary sector, other public sector - e.g.: NHS/local authorities, emergency services?)</i></li><li>▪ <i>Are you working collaboratively within your organisation (with other departments/directorates or groups)</i></li><li>▪ <i>Are you working with a diverse range of communities (eg: Black Asian and minority ethnic groups, LGBT plus, those with long-term health conditions/disability), including those with lived experience of mental ill-health?</i></li></ul>	<p>that we engage with to support our residents across many themes including mental health. (see 5 also)</p> <p>BBC has a dedicated staff training platform called Broxtowe Learning Zone (BLZ) which offers training /awareness on equalities, mental health, threats to harm (suicide), dementia, autism, disabilities, learning disabilities, hearing and visual impairment, safeguarding etc. BBC provide leaflets to do the same for staff who have no access to the web based training.</p> <p>The themes of ethnic minority and disabilities is discussed at BBC's Equalities Working Group</p> <p>We work with the leaders of ethnic minority communities in the borough to dispel vaccine misinformation and increase take up.</p> <p>Through partnership working within community engagement groups, BBC and partners, can increase their reach to ethnic communities etc. as described in the prompt.</p>		
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	<p>In January 2021 a multi-agency Nottingham West / Broxtowe Mental Health Network (NWBMHN) was created. This includes lower and upper tier local authorities, community and voluntary sector, NHS, PCN, commissioned services etc. However, due to the pandemic not all partners invited to join were able to.</p>		
	<p>Re-invite NWBMHN partners to join the network (new potential partners are invited on an ongoing basis)</p>	<p>Communities Officer (Health) in partnership with members of the network</p>	<p>September 2022</p>
	<p>Create NWBMHN agenda item to discuss how to capture the voice of those with lived experience in the Networks work – a life course approach.</p>	<p>Communities Officer (Health)</p>	<p>September 2022</p>
	<p>Create NWBMHN agenda item to discuss this application and to explore post Covid recovery, ethnic communities, long term health conditions and LGBT+</p>	<p>Communities Officer (Health)</p>	<p>September 2022</p>



	Review and support consolidation of community asset maps as described above but with a focus on mapping mental health provision.	Communities Officer (Health)	September 2022
	Explore mental health training opportunities, from within the wider Broxtowe Partnership (including related training such as Making Every Contact Count)	Communities Officer (Health)	September 2022
	Data on PHE Fingertips demonstrates that across Nottinghamshire district and borough council areas, Broxtowe has the highest percentage of population from ethnic communities at 9.8%. BBC has recently recruited (Dec2020) an Equalities Officer to develop its engagement work with all minority communities.	Communities Officer (Health)	Dec 2021
	The Communities Officer for Equalities will be engaging with ethnic communities and delivering a programme of community events across all equality issues to raise awareness, increase tolerance and reduce exclusion	Communities Officer (Equalities)	September 2022



Domain	Proposed actions	Lead	Timeframe
<b>3 (a). Taking action on prevention/promotion of mental health Prompts</b> <ul style="list-style-type: none"><li>Are you planning on delivering both universal interventions (i.e. population wide) and targeted interventions (i.e. to those at greater risk/vulnerable groups as well as those with existing mental health problems)?</li><li>Are you taking action across the life-course (i.e. children and young people, working age adults, older people)</li><li>Are you taking action on the social determinants of mental health (employment, education, housing/homelessness, poverty, debt, etc)</li><li>How will you promote and protect good mental wellbeing in settings such as schools and workplaces, including your own staff's wellbeing?</li></ul>	<p>As a local authority we have wide array of various action plans, (linked to our LSP and CSP Partners), too many to list here, examples include the Children and Young People's action plan, Child Poverty, Homelessness, Health Action Plan (includes adults, older people and learning disabilities), Tobacco Control, Dementia, Hate Crime strategy and across the whole council through our refreshed Corporate Plan as described above also includes Housing, Environment, Business Growth and Community Safety. Elements of action plans will be presented here. Actions are designed to have impact across Broxtowe but also targeted at specific wards, Neighbourhoods and those at risk.</p> <p>Ask managers for a list of mental health specific actions and those that impact the wider determinants of health</p> <p>A Children and Young Peoples mental health service directory has already been created and shared through the Children &amp; Young People task group of the LSP (schools are represented and</p>	Communities Officer (Health)	September 2022



	<p>included on the distribution list of the group). Master Your Mind resource also already distributed to schools through Broxtowe Youth Voice.</p> <p>Recruitment of a new C&amp;YP Communities Officer is progressing and once in post will be able to shape the C&amp;YP offer further</p> <p>Deliver actions within the BBC Mental Health Action Plan 2021 - 2024</p> <p>Support Mental Health Promotion and Mental Illness Prevention by review and planning delivery of the JSNA Recommendations as described above, locally, where possible.</p> <p>Broxtowe Borough Council to join the Nottinghamshire County Council Wellbeing at Work Scheme (scheme currently paused due to the pandemic)</p>	<p>Chief Communities Officer</p> <p>Departments within Broxtowe Borough Council</p> <p>Communities Officer (Health)</p> <p>Communities Officer (Health)</p>	<p>Dec 2021</p> <p>2021 – 2024</p> <p>September 2022</p> <p>September 2022</p>
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Promotion of the Wellbeing at Work Scheme with businesses across Broxtowe	Town Centre Managers. Employment and Skills Group	Sept 2022
Create and distribute a monthly Employee Mental Health Champions Newsletter	HR Manager (supported by employee mental health champions group)	Ongoing action (7 newsletters currently shared)
Reduce social isolation and loneliness within our communities by promoting befriending services and social inclusion projects e.g., community food growing in Stapleford	Communities Officer (Health)	September 2022
Eastwood Mental Health Hub: BBC financially supports a project between the Citizens Advice service and Nottinghamshire Mind. It promotes mental health well-being along with providing advice on issues such as debt, benefits,	Citizens Advice Broxtowe, Nottinghamshire Mind	Ongoing



	letters from official organisations, forms, housing, penalty charges and more.		
	BBC financially supports a pilot project supporting those living with dementia and their carers (Provision of financial assistance so that a voucher system can be made available for people with dementia to enable them to access sessions at the Studio at a subsidised cost).	The Studio	TBC
	Review the number of mental health first aiders across the Council and train additional staff as required. Currently: Number of MHFA trained managers 9 Number of MH Champions 17	Learning and Development Coordinator	Ongoing
	Central point of contact provided within the Authority for advice on safeguarding, and mental health signposting in respect of the general public. (for all staff)	Chief Communities Officer	Ongoing
	Multi agency meetings of the Complex Case Panel	Chief Communities Officer	Monthly



	<p>(The majority of cases referred involve mental health issues)</p> <p>Devise and promote the Live Well Together campaign which will include mental health promotional initiatives:</p> <ol style="list-style-type: none"><li>1. Increase the profile of key services to show that the Council takes a proactive approach to helping residents live better lives.</li><li>2. Help residents to live well across the full range of factors which impact on wellbeing.</li><li>3. Enable residents to make positive choices to improve their own wellbeing.</li><li>4. Signpost to partner services and celebrate the success of partners and local people in these areas.</li><li>5. Support the Borough's recovery from COVID-19.</li></ol>	<p>Corporate Communications Manager</p>	<p>2021 – 2024</p>
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Page 44	Raise awareness of national campaigns	Corporate Communications Manager	2021 – 2024
	Promote and raise awareness of appropriate helplines and websites to help people to find the nearest mental health support / service in their area and also to find support for whatever may be the cause of the mental health issue e.g., debt / finance issues	Corp Comms Manager / Local Strategic Partnership / Elected members	2021 – 2024
	Provision of I-Plan for Council tenants in Independent Living dwellings (This is completed when a tenant moves in and is reviewed every six months. This includes references to mental health, isolation and loneliness. Referrals are then made)	Head of Housing	2021 -2024
	Arranging activities at Independent Living Schemes (Activities Coordinators delivering activities and supporting tenants to organise their own)	Head of Housing	2021 -2024



	Look to increase the capacity of the Tenancy Sustainment Service in respect of Council dwellings from one officer to two (help those who need assistance to maintain their tenancy. Often such people have mental health issues)	Head of Housing	2021 -2024
	Provide added support to people with mental health issues to access housing particularly with homeless applications. A Mental Health Navigator has been recruited as part of the Rough Sleeper Initiative funding	Head of Housing	September 2022
	Provide summer holiday activity for children of tenants (not possible in 2021 due to pandemic)	Head of Housing	Summer 2022
	Attend NCC Public Health event around Wave 4 Suicide Prevention Programme	Communities Officer (Health), Public Health Nottinghamshire County Council	September 2021



	Raise awareness of the issue of suicide, it's causes and sources of help to those affected by either feeling suicidal or bereaved as a result of suicide. (Links to be provided on Council's website)	Communities Officer (Health),	September 2022
	Continue to use the "Dealing With Threats of Suicide" protocol (This protocol equips staff with the knowledge and a template on how to deal with someone who threatens suicide. This not only assists in looking to assist the person making the threat, but also safeguarding the officer involved)	All Staff	Ongoing
	Raise awareness of self-harm and promote training opportunities across the Broxtowe Partnership	Communities Officer (Health)	September 2022
	Provision of Care First Employee Assistance Programme (includes bereavement counselling)	HR Manager	Ongoing
	Create three Food On Our Doorstep Clubs based at Children Centres in Eastwood, Beeston and Chilwell (a stepping stone out of dependency on foodbanks)	Communities Officer (Health)	March 2022



	Support Age UK to set up activities based on the One Step at a Time pilot (aims to help vulnerable and isolated residents to build strength, confidence and get more socially and physically active)	Age UK, Communities Officer (Health)	March 2022
	Raise awareness of Your Health Your Way (YHYW) (Nottinghamshire commissioned service to provide smoking cessation, weight management services, encourage increasing exercise and reducing alcohol intake. Also offer Falls Prevention sessions / exercises for elderly)	ABL Health Communities Officer (Health)	Ongoing
	Work with BHYW to secure venues for smoking cessation clinics in Eastwood and Beeston	ABL Health Communities Officer (Health)	September 2022
	Support Liberty Leisure Ltd to deliver Physical Inactivity Insight Project (The aim is to look at physical inactivity within the theme of mental health and how increasing physical activity will benefit residents mental wellbeing)	Liberty Leisure Ltd, Communities Officer (Health)	April 2021 – March 2023



	Create a Community and Voluntary Sector Strategy for Broxtowe (support strengthening of the sector and its offer)	Task and Finish Group of the Broxtowe Partnership Board	October 2021
	Pursue the creation of a mental health hub for Eastwood at Durban House as part of a levelling up bid	BBC Chief Executive	September 2022
	Support the development of a community living network for housing for people with learning disabilities (The aim of the community living network is to work with the county Council to support people with learning disabilities to become tenants and be supported to be independent within a network of support)	Head of Housing	April 2021-March 2023
	As part of a levelling up bid for Eastwood pursue a project to create a new doctor's surgery and pharmacy to give residents in Eastwood improved access to health services (Improve access to health services for people in an area where health outcomes are poorer)	BBC Chief Executive	Bid submitted June 2021





	<p>Maintain and support an offer to care leavers including council tax and leisure discounts, interview scheme, access to work experience, and access to housing. (A package of measures maintained to support children and young people leaving care to make a good transition to living independently and entering the workplace).</p>	BBC Chief Executive	Ongoing
	<p>At time of writing this application discussion are being held around creating the first Sporting Memories Clubs in Broxtowe (and in Nottinghamshire). A funding bid will be submitted to NCC Covid-19 Partnership - Social Recovery Fund. (use sport as a hook to engage older people (50+) who may have dementia, depression and/or are socially isolated. Support the delivery of weekly Sporting Memories Clubs, facilitated by volunteers to run reminiscence and physical activities to get older people more active and improve mental well-being. The club also supports signposting to other local activities once the confidence is increased and friendships have been formed)</p>	The Sporting Memories Network CIC and The Sporting Memories Foundation, Communities Officer (Health)	Depends upon successful funding bid. Aim to open three clubs across Broxtowe



	Delivery of Home Sweet Home project to prevent youth homelessness and raise awareness to Yr. 10/11 students through school workshops	Homelessness Manager	Annual Review (September 2022)
	Work with education establishments to understand trigger points e.g., review exam stress and anxiety measures and their effectiveness	Communities Officer (Health) in partnership with schools, colleges and universities	September 2022
	Family Hubs: BBC is supporting Nottinghamshire County Council Early Childhood Service to create Family Hubs within Broxtowe. <i>The family hub model addresses two core needs – two typical gaps in provision that need to be filled - <b>prevention</b> and meeting the needs of <b>families with children aged 0 to 19 years</b>. Taking '<b>prevention</b>' first; when families experience difficulties which could escalate and/or lead to poor outcomes, support needs to be readily accessible. Also, dove-tailing</i>	Nottinghamshire County Council, Communities Officer (Health)	September 2022



	<p><i>with safeguarding and child protection is important - so that there is somewhere to step families down to, after they have received intensive or targeted support.</i></p> <p><i>And secondly, meeting the <b>needs of families with children aged 0-19</b> (and up to 25 if SEND). Challenges don't stop when children start school and families need be able to access help and support whenever they occur during childhood. The easiest pre-schoolers can turn into the most challenging teenagers and these families need support as much as those with children in the early years.</i></p> <p><i>So, the Family Hub model addresses these needs with core <b>principles:</b></i></p> <p><i><b>Families with children 0-19 (up to 25, with SEND)</b></i></p> <p><i><b>Early years' excellence</b></i></p> <p><i><b>Early help and prevention</b></i></p> <p><i><b>Integrated</b></i></p> <p><i><b>Whole family approach</b></i></p> <p><i><b>Access</b></i></p> <p><i><b>Relational culture</b></i></p> <p><i><b>Relationship support</b></i></p>		
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	<p><b><i>Working with the voluntary sector, embedded in community</i></b></p> <p><i>The model is not prescriptive. rather it is intended to be flexible to be adapted to suit each context, to meet local need and to evolve as circumstances and need change over time.</i></p>		
	<p>Promote the use of leisure centres, parks, walk and talk groups and open green spaces, to explain the positive impact on mental wellbeing / reduce social isolation and loneliness</p> <p>To Note: During the Covid pandemic BBC has awarded grants to community groups and organisations that support people's mental health to support delivery of their work to our residents.</p> <p>BBC has recognised the impact of reduced mental health resilience in our communities and has supported the Partnership by informing them of local mental health providers (so they can support</p>	<p>Communities Officer (Health), LLeisure Ltd, Parks &amp; Environment dept.</p>	<p>September 2022</p>



	<p>their clients) and have used our social media platforms to inform our residents.</p> <p>As part of the Coronavirus Community response under the Local Resilience Forum vulnerable residents have been contacted by letter / phone and email to signpost how to raise their need of support e.g., Staff at BBC have been signposting to debt, food and medication support and befriending services to support those feeling isolated or lonely.</p> <p>There are many partnership opportunities to work together and some examples are included in the bullet points of section 5</p>		
Domain	Proposed actions	Lead	Timeframe
<b>3 (b). Taking action to reduce mental health inequalities</b> <b>Prompts</b> <ul style="list-style-type: none"><li>What steps are you taking to address the social and economic disadvantages that underlie mental health inequalities?</li></ul>	<p>The council has produced a new Equalities and Hate Crime Action Plan.</p> <p>The Equalities Officer will be delivering a programme of community events across all equality issues to raise awareness, increase tolerance and reduce exclusion.</p>	Communities Officer (Equalities)	February 2021 - April 2023



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<ul style="list-style-type: none"><li>▪ <i>What steps are you taking to address discrimination, racism and exclusion faced by particular local communities?</i></li><li>▪ <i>How are you addressing mental health stigma?</i></li></ul>	<p>An Employment and Skills Group (ESG) has been formally recognised by the Broxtowe Partnership Board at its March 2021 Meeting to become part of the LSP</p>		
	<p>An Employment and Skills Strategy for Broxtowe is currently being developed, in which, the link to health, mental health and employment will be made.</p>	Communities Officer (Health) in partnership with ESG	October 2021
	<p>Time to Change describes stigma as the set of negative attitudes, pre-judgements, prejudices and behaviour that can make it harder for individuals with mental health problems to live a normal life. Whilst the Time to Change programme ended March 2021 the stigma and discrimination experienced by people with mental health problems has not. Therefore, BBC will review and adopt principles of Time to Change Pledge.</p>	Communities Officer (Health), HR Manager	September 2022
	<p>Create NWBMHN agenda item to discuss discrimination, racism and exclusion faced by particular local communities and addressing mental health stigma.</p>	Communities Officer (Health)	September 2022



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	BBC is a Disability Confident Employer and is currently working to become a Level 3 Disability Confident Leader.  There are partnership opportunities to work together to address these and some examples are included in the bullet points of section 5	HR Manager	September 2022
<b>Domain</b>	<b>Proposed actions</b>	<b>Lead</b>	<b>Timeframe</b>
<b>4. Defining success/measuring outcomes</b> <b>Prompts</b> <ul style="list-style-type: none"><li>What is the impact you are looking to measure?</li><li>What are your agreed outcomes?</li><li>How will you measure and monitor them?</li><li>Do you have effective monitoring plans in place with regular reporting?</li></ul>	BBC and partners would like to affect the wider determinants of health that drive health and mental health inequalities in our communities through a life course approach, irrespective of ethnicity, disability or any other factor.  We would like to see: Reduction of mental illness in our communities Reduced stigma Increased awareness of talking therapies Increased awareness of crisis support Increased awareness of self-harm support Increased awareness of suicide support Increased awareness of bereavement support	Broxtowe Partnership	September 2022



	<p>Increased awareness of national and local campaigns, websites, telephone helplines, community groups / organisations etc.</p> <p>To prevent low level mental illness from becoming more serious.</p> <p>For residents to be supported to recover as quick as possible from mental illness</p> <p>Measuring outcomes and their relative effectiveness can be achieved by considering the Theory of Change principles which describes prioritisation of what is measured, rigour of the data and choosing the best sources of that data. To that, whilst there are national sources of data as described, there are other and perhaps more accurate, timely and specific data to be collected from a wide range of partners working or seeing clients in / from Broxtowe. By collecting data locally there will be greater engagement from partners and their interest in supporting delivery of outcomes and may even shape the mental health prevention</p>		
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	concordat moving forward in years to come as patterns / trends become more apparent.		
	Progress updates of the Prevention Concordat to the Leisure and Health Committee	Chief Communities Officer	Annually
	Explore how to measure equality of outcomes in ethnic communities and disadvantaged groups; how do we achieve "levelling up".	Equalities Officer, Communities Officer (Health), Public Health	September 2022
	Ask IAPT services what data they collect and select the best measures in partnership - (as this will be local and most current to track and measure change). Discuss ethnic communities, long term conditions, LGBT+ data.	Communities Officer (health) in partnership with IAPT services	September 2022
	Ask partners of the Nottingham West / Broxtowe Mental Health Network what data they collect and select the best outcomes to measure change. Not all partners are mental health e.g., Framework could offer data on homelessness. Discuss ethnic communities, long term conditions, LGBT+ data	Communities Officer (Health) in partnership with NW / Broxtowe Mental Health Network	September 2022



	Ask Child and Adolescent Mental Health Services what data they collect and select the best measures in partnership. Discuss ethnic communities, long term conditions, LGBT+ data	Communities Officer (Health) in partnership with CAMHS	September 2022
	Ask primary, secondary and tertiary education settings what data they collect and select the best measures in partnership. Discuss ethnic communities, long term conditions, LGBT+ data. Also look at trends near exam time	Communities Officer (Health) in partnership with schools, colleges and university	September 2022
	Ask Harmless (commissioned service in Nottinghamshire) what data they collect around self-harm and select the best measures in partnership. Discuss ethnic communities, long term conditions, LGBT+ data	Communities Officer (Health) in partnership with Harmless	September 2022
	Ask partners of the Broxtowe Partnership, what data they collect and select the best measures in partnership. Importantly, this may offer other data surrounding the wider determinants of health	Communities Officer (Health) in partnership with members of the LSP / CSP	September 2022



	Ask heads of departments at Broxtowe Borough Council what data they collect in relation to their action plans / strategies. This will highlight wider determinants of health as described previously.	Communities Officer (Health), Chief Executive, Heads of Service	September 2022
	Monitor and Review PHE Fingertips tool for Common Mental Health Disorders	Communities Officer (Health)	September 2022
	Monitor and Review Public Health Outcomes Framework on Fingertips paying attention to the inequality (gap) in life expectancy and the wider determinants of health outcomes.	Communities Officer (Health)	September 2022
	In the fullness of time contrast this with the NHS Outcomes Framework domains. There is clear synergy between both of these but there is much good work still being done particularly with refreshing the NHS indicators; data is not yet available, the indicator is in development or that the source of the data has changed – of particular interest is the quality of life indicators for those with and those recovering from mental illness.		
Domain	Proposed actions	Lead	Timeframe



Page 60	<b>5. Leadership and Direction Prompts</b> <ul style="list-style-type: none"><li>▪ <i>Do you have a Mental Health Champion?</i></li><li>▪ <i>Is there a stated commitment and support from 'the top level' of the organisation?</i></li><li>▪ <i>How will you ensure clear leadership and vision for prevention and promotion of better mental health across the organisation or partnership?</i></li></ul>	Broxtowe is rich in champions from the Chief Executive and Leader of the Council (who are focussed on targeting efforts to support residents and employee's mental health and supporting communities through a wider post Covid recovery agenda) to many partners from our Broxtowe Partnership who champion mental health within their service delivery.	Broxtowe Partnership	September 2022
		The progress / delivery of the Concordat (and other action plans of the various task groups of the LSP and CSP) will be reported to the Broxtowe Partnership Board	Communities Officer (Health)	September 2022
		Give updates to NWBMHN on the progress of the Concordat	Communities Officer (Health)	September 2022
		There are many other reporting structures / committees within Broxtowe Borough Council to monitor and evaluate delivery of strategies and action plans, e.g. Equalities Working Group where Equality Impact Assessments are regularly reported in alignment with strategies, Senior Management Team Meeting, Leisure and Health Committee etc.		



	<p>BBC updates progress of the Council's work through the bi-annual Broxtowe Matters magazine which is delivered free to all residents and businesses within Broxtowe.</p>	Communications Team	Oct 2021 May & Oct 2022
	<p>BBC has two Elected Members who attend / update the Nottinghamshire Health and Wellbeing Board. Members are supported by the Communities Officer (Health) who offers advice on agenda items and delivery of actions from the Health and Wellbeing Board.</p>	Elected Members, Communities Officer (Health)	Monthly
	<p>The work of the Primary Care Network Nottingham West / Broxtowe Mental Health Network will be reported within the Nottinghamshire Integrated Care System / Partnership structures. BBC, as attendees of the network, will also be linked into this for its updates.</p>	Nottinghamshire ICS / ICP	September 2022
	<p>The Community Engagement Groups as described previously will monitor and shape outcomes at a Neighbourhood level; they will be able to hold BBC</p>	Community Engagement Groups	September 2022



	<p>to account / assist in the creation of a mental health hub in Eastwood</p> <p>Awareness of BBC's Concordat application has been shared with selected partners and comments have been received in their interest in helping to assist in leading and shaping the success of the promotion and prevention agenda. Partnership comments below (bullet points) will be taken into consideration whilst delivering against the Prevention Concordat across the Domains:</p> <ul style="list-style-type: none"><li>• Continuity is important when supporting people's mental health</li><li>• Ensure services are in localities and not city based - co-location works really well in places where service users are familiar with attending - not health settings necessarily</li><li>• Look at multi-channel delivery - face to face for those who want it, telephone or video calls if they want it</li><li>• Avoid duplication - look at each area and what already exists, ensure what is working well is long term funded and fill in any gaps</li></ul>		
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- Quick response by agencies to referrals made and no long gaps in-between appointments to keep people out of crisis
- Giving people locally with lived experience the ability to influence how support services are run.
- Identify partners who provide services relevant to those triggers and can genuinely work together to address them.
- Evaluate the outcomes and adapt services on a test and learn basis.
- Identifying the root causes of poor mental health, what triggers can be addressed. \*

\* In Broxtowe we recognised that clients with poor mental health were more likely to be in debt or various repeat crisis. That they are less able in the market place to secure cost effective services and so those on the lowest incomes and the worst mental health were paying more for services leading to more problems. This cycle of crisis and deprivation does not provide a fertile ground for thinking about improving mental health. So the essence of the project is; proactively fix the crisis



and reduce the risk of future problems that then allows services like Mind to build on an improved foundation to increase psychological improvements.

- Mental health services must be prepared to examine their own models of support.
- We are looking to break down the stigma of mental health in the area
- Through our MindSet project and community groups we are looking to empower the service users and give them a say in what goes on
- We are offering “wrap around” support, not restricted to a 6 week short sharp intervention.
- We are not geographically restricted and will offer support to people in the local area not just NCC or Broxtowe BC.
- We would like to increase our relationships with the local PCN, GPs and other statutory services, such as the crisis team, local mental health team etc.





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|  | <ul style="list-style-type: none"><li>• A continued dialogue with other charities and services in the area so that we do not duplicate what we are offering and know where to signpost people to.</li><li>• We would like to increase our service to involve people from ethnic minority groups and younger people, at the moment we are a heavily white / middle aged service. We do appreciate that some groups are extremely difficult to engage with from a cultural background, but we are open to individuals from any race, gender, sexual orientation or religious background.</li><li>• Referral processes and wait can be long which impacts people in the interim and can cause people to withdraw and not seek help</li><li>• Not having support from people who speak the same language/are the same culture can also prevent people from other communities from accessing services. This can be due to feeling lack of relatability, feeling they might be judged or misunderstood or that their community will appear as at 'fault' and they will have contributed to that.</li></ul> |  |  |
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|  | <ul style="list-style-type: none"><li>• Having people who understand, empathise and open conversation with people of other cultures and faith can help to overcome this and by increasing staff intake of minority groups.</li><li>• There are no religious barriers in Islam to accessing mental health services, rather it is promoted to seek support as our body and mind has 'rights' over us that we take care of ourselves. It is important that when talking to people from the Muslim faith to try to understand each individuals level of practice by asking them so as not to suggest intervention work which may be something they feel uncomfortable with (religiously/ culturally). If the practitioner is open and willing to learn and builds a good relationship of a 'no judgement space' this will help service users to open up.</li><li>• MH practitioners should work with local faith groups, chaplains and communities to promote mental health support in places of worship so local faith leaders can work with practitioners and public health to promote</li></ul> |  |  |
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	<p>positive mental health and in doing support practitioners. Faith leaders should be given leaflets for the 'useful' numbers for those who want to seek MH support.</p> <ul style="list-style-type: none"><li>• By working with faith and community leaders this will open up conversations about mental health, which can be taboo in certain cultures. Being south Asian I have found this is an issue in the culture (not religion) and people are sometimes 'judged' by the community as the elder community usually has little knowledge of mental health impact and the different kind of MH health conditions.</li></ul> <p>All partners within the Broxtowe Partnership will be invited to offer their shared leadership and vision for prevention and promotion of better mental health across the partnership.</p>		
		Communities Officer (Health)	September 2022



## Section 3 - Senior leadership/CEO sign off

Please let us know if you would like to be contacted to provide short statements on your progress to use in communication pieces, such as bulletins, social media, etc.

<b>Is your organisation/ partnership happy to provide key impact headlines or quotes when contacted related to your Prevention Concordat Commitment?</b> <b>Yes</b> <input checked="" type="checkbox"/> <b>No</b> <input type="checkbox"/>  <i>The purpose of this information is from promotion purposes, to support us to inspire others and share good practice.</i>	
<b>Upload Senior leader/CEO signature and organisation logo.</b> <i>If you are signing up on behalf of a partnership, please include signatures and logos from all the organisations</i>	

Please attach any additional documents that you may want to share to support your commitments, e.g. strategies, plans project outlines. For example, your health and wellbeing strategy.

## Report of the Chief Executive

### MENTAL HEALTH ACTION PLAN UPDATE

#### 1. Purpose of report

To update committee on progress of the Mental Health Action Plan.

#### 2. Detail

At the meeting of the Leisure and Health Committee on 25 November 2020, members approved a Mental Health Action Plan. This was on the basis of recognising that mental health cannot be tackled by any organisation working in isolation. Local government makes a vital contribution to promoting good mental health in individuals and communities, supporting and complementing the work undertaken by the National Health Service. Much of this is provided by the upper tier authorities with their public health responsibilities to promote mental wellbeing and prevent poor mental health throughout the life course, as well as their statutory duties and powers related to mental health for children and young people and for adults. Councils, the NHS, and the voluntary and community sector must all do their part for people who use services (children, young people and adults), carers and advocates, as well as staff. As such, Broxtowe Borough Council has a vital role to play in promotion and support of mental health among its residents and staff.

An update of the approved Action Plan is shown in the appendix.

#### **Recommendation**

**The Committee is asked to NOTE the progress on the current Mental Health Action Plan.**

#### Background papers

Nil

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# Broxtowe Borough Council Mental Health Action Plan 2021-2024

ACTION	DUE DATE	OFFICER	NOTES
<b>1. DIRECT ACTION TO IDENTIFY RESIDENTS IN NEED OF MENTAL HEALTH SUPPORT AND ACT TO REDUCE THEIR RISK OF HARM AND CONNECT THEM TO MENTAL HEALTH SUPPORT</b>			
1.1. Multi agency meetings of the Complex Case Panel.	Ongoing (monthly)	Chief Communities Officer	Often cases will involve mental health issues. Meetings held monthly - meetings are attended by mental health workers.
1.2. Ensure procedures in place for staff to refer adult safeguarding cases into Multi Agency Safeguarding Hub (MASH) or referral to other agencies and case recording procedure in place.	Ongoing	Chief Communities Officer	Relevant procedures are monitored and updated as appropriate to ensure all adult safeguarding referrals, some of which involve mental health issues, are referred to the appropriate agency in a timely manner.
1.3. Provide central point of contact within the Authority for advice on safeguarding, and mental health signposting in respect of the general public.	Ongoing	Chief Communities Officer	A single point of contact is provided for all staff for advice on referrals / signposting in respect of mental health issues.
1.4. Provide safeguarding adults training for frontline staff and members via Broxtowe Learning Zone and face to face sessions.	Ongoing	Chief Communities Officer / Learning and Development Coordinator	Safeguarding adults cases often involve mental health issues. Training ensures knowledge provision to ensure any relevant cases are properly reported. The Safeguarding Adults course within Broxtowe Learning Zone is mandatory training for all PC & PDA users. Face to face training will be offered on request where online training



ACTION	DUE DATE	OFFICER	NOTES
			has been completed following return to office working
<b>2. FINANCIAL SUPPORT FOR ORGANISATIONS DELIVERING MENTAL HEALTH SERVICES</b>			
2.1. Grant to Middle St resource Centre to support the work they do in supporting people with mental health difficulties and learning disabilities (£10,000)	As applications for support received	Finance and Resources	The Council made a grant of £10,000 to the Middle Street Resource Centre in March 2020 to assist with the initial community response to the pandemic. Further grants of £10,000 and £2,500 were made in November 2020 and March 2021 respectively from the Council's Additional Restrictions Grant (ARG) allocation from Central Government.
2.2. Continued financial support of the Eastwood Mental Health Hub. (£40,000)	Annually	Council	A payment of £35,640 was made to the Citizen's Advice Bureau in May 2020 as contribution towards the cost of the services described for 2020/21. The Council has included a sum of £35,000 in the 2021/22 budget to allow support for this initiative to continue.
<b>3. EFFECTIVE COMMUNICATION AND AWARENESS RAISING TO IMPROVE MENTAL HEALTH.</b>			

ACTION	DUE DATE	OFFICER	NOTES
<p>3.1. Devise and promote the Live Well Together campaign which will include mental health promotional initiatives.</p> <p>Objectives of this scheme are:</p> <ol style="list-style-type: none"> <li>1. Increase the profile of key services to show that the Council takes a proactive approach to helping residents live better lives.</li> <li>2. Help residents to live well across the full range of factors which impact on wellbeing.</li> <li>3. Enable residents to make positive choices to improve their own wellbeing.</li> <li>4. Signpost to partner services and celebrate the success of partners and local people in these areas.</li> <li>5. Support the Borough's recovery from COVID-19.</li> </ol>	April 2021	Corporate Communications Manager	<p>The campaign has been drafted but much activity has been impacted by COVID-19.</p> <p>However, the following actions have been taken:</p> <ul style="list-style-type: none"> <li>• Created a new online directory on the website to sign post residents to support and advice on a range of health and wellbeing issues, including mental health.</li> <li>• Reconnect this winter campaign ran in winter 2020/21 to give residents ideas for improving their wellbeing, including mental health.</li> <li>• Winter Wellness guide promoted through our channels.</li> <li>• Mental health advice and signposting regularly featured in weekly COVID-19 email communications to over 20,000 residents, social media messages to over 14,000 residents and in COVID mail outs to every household in the Borough (50,000 properties).</li> </ul> <p>Weekly wellbeing information in Employee Briefings for staff.</p>

ACTION	DUE DATE	OFFICER	NOTES
3.2. Raise awareness of national campaigns	Ongoing	Corporate Communications Manager	Have continued to share national campaigns and awareness week information to residents and employees.
<p>3.3. Promote and raise awareness of appropriate helplines and websites to help people to find the nearest mental health support / service in their area and also to find support for whatever may be the cause of the mental health issue e.g., debt / finance issues. Such helplines and websites include:</p> <ul style="list-style-type: none"> <li>• Nottinghamshire Mental Health Helpline</li> <li>• Nottinghamshire Crisis Line</li> <li>• Every Mind Matters</li> <li>• NHS Choices</li> </ul> <p>This will include promotion of national promotion days such as World Mental Health Day</p>		Corp Comms Manager / Local Strategic Partnership / Elected members	<p>Ongoing promotion has continued, including as part of the COVID-19 communications mentioned above.</p> <p>Ongoing Broxtowe Local Strategic Partnership emails being sent to partners advising of relevant mental health services / training</p>

ACTION	DUE DATE	OFFICER	NOTES
<b>4. SUPPORT THE MENTAL HEALTH OF OUR TENANTS</b>			
4.1. Provision of I-Plan for Council tenants in Independent Living dwellings.	Review of procedure 31/3/2021	Head of Housing	Every Independent Living tenant has an 'IPlan'. This is completed when they move in and reviewed every six months. This includes references to mental health, isolation and loneliness. Referrals are then made to our own activities co-ordinators, befriending services and care organisations. The I-Plans have been reviewed to ensure all necessary questions are asked and in the most appropriate order.
4.2. Activities Coordinators in Independent Living Schemes	Review of procedure 31/3/2021	Head of Housing	The team have reviewed all activities on offer, and will be introducing a new range of outdoor activities meeting COVID -19 requirements.
4.3. Look to increase the capacity of the Tenancy Sustainment Service in respect of Council dwellings from one officer to two.	31/3/2021	Head of Housing	A second Tenancy Sustainment Officer has been approved by committee. Recruitment will begin shortly.

ACTION	DUE DATE	OFFICER	NOTES
4.4. Provide added support to people with mental health issues to access housing particularly with homeless applications.	Ongoing	Head of Housing	A Mental Health Navigator has been recruited as part of the Rough Sleeper Initiative funding.
4.5. Provide summer holiday activity for children of tenants.	Summer 2021	Head of Housing	Unfortunately, we were not able to provide this due to coronavirus in 2020 and 2021 but hope to resume in 2022. Free activities for children and food to children on free school meals have been provided through the HAF (Holiday Activity & Food fund) in 2021
<b>5. PARTNERSHIP WORKING TO IMPROVE MENTAL HEALTH</b>			

ACTION	DUE DATE	OFFICER	NOTES
5.1. Provide a Broxtowe Partnership Board theme meeting on Mental Health	October 2020	Communities Officer (Health)	Meeting held. Partners came together to discuss mental health services, their experience of mental health pre and post COVID-19 and how they are adapting their service offer.
5.2. Set up an officer Task and Finish Group to explore and tackle issues raised at the Broxtowe Partnership Board meeting (see above).	March 2021	Communities Officer (Health)	January 2021 - The Mental Health Task and Finish group agreed to merge with the Integrated Care Partnership, locality based, Nottingham West / Broxtowe Mental Health Network. This will avoid unnecessary duplication, offer a long term, more inclusive mental health working group for Nottingham West / Broxtowe area.
<b>6. ACTION TO PREVENT SUICIDE</b>			
6.1. Raise awareness of the issue of suicide, it's causes and sources of help to those affected by either feeling suicidal or bereaved as a result of suicide.	December 2020	Chief Communities Officer	A report raising awareness of suicide was presented to the Leisure and Health Committee at its meeting on 25/11/21.

ACTION	DUE DATE	OFFICER	NOTES
6.2. Continue to use the “Dealing with Threats of Suicide” protocol.	Ongoing	Chief Communities Officer All staff	Protocol continues to be valued and used by staff. In 2019, 13 threats were dealt with by officers. In 2020, 17 threats were dealt with. The protocol has been amended to reflect the fact that many officers are not now working in an office environment where assistance is readily available. A report on the use of the protocol was presented to the Personnel Committee at its meeting on 23/3/21 and will be reviewed following a request from that committee.
<b>7. PROMOTE GOOD MENTAL HEALTH FOR CHILDREN AND YOUNG PEOPLE</b>			
7.1. Master Your Mind West Bridgford School yr 13 project resource distributed to schools through Broxtowe Youth Voice	May 2022	Communities Officer (Health)	200 Master Your Mind booklets distributed to Broxtowe Youth Voice as a resource to use in secondary schools. This booklet has hints and tips for young people to overcome anxieties, along with signposting to further mental health services. <b>COMPLETED</b>

ACTION	DUE DATE	OFFICER	NOTES
7.2. Promote and distribute a directory of services that contribute to improve young people's mental health and low level anxieties	April 2021	Communities Officer (C&YP)	The Young People's Mental Health directory has been updated for 2021 and will be distributed to all internal and external partners and elected members by the end of April 2021
7.3. Dedicate a Children and Young Persons partnership meeting to update partners on young people's mental health services	April 2021	Communities Officer (C&YP)	A dedicated Children & Young People Group meeting on the theme of young people's mental health was held 10th June 2021
<b>8. PURSUE THE COUNCIL'S VISION TO BE A PLACE WHERE PEOPLE LIVE WELL WITH DEMENTIA</b>			
8.1. Continue to provide Dementia Friend Information Sessions for staff and any organisation within Broxtowe	End date of plan	Communities Officer (Health)	This was paused due to the pandemic. Alzheimer's Society will receive training so they can deliver on line / virtual sessions. Exploring opportunities in partnership with Eastwood Dementia Café to offer to local businesses



ACTION	DUE DATE	OFFICER	NOTES
8.2. Review the Council's Dementia Action Plan.	December 2021	Communities Officer (Health)	Due to the pandemic, it is expected that many actions within this action plan will be carried forward. However, a review will still take place.
8.3. Provide two dementia friendly bungalows	April 2021	Head of Asset Management	Bungalows now completed and occupied
8.4. Provision of Dementia Grants as part of the Council's Disabled Facilities Grant (DFG) Policy.	Ongoing	Private Sector Housing Manager	People with dementia are among those who are allocated Disabled Facilities Grants for adaptations in their homes and although there is a move to a standardised Disabled Facilities Grant policy across the County this aspect of Broxtowe's policy will be retained

ACTION	DUE DATE	OFFICER	NOTES
8.5. Provide financial support for The Studio dementia help scheme (£10,000 agreed)	Annual	Council	Provision of financial assistance so that a voucher system can be made available for people with dementia to enable them to access sessions at the Studio at a subsidised cost has been approved by Leisure and Health Committee
8.6. Show civic support for carers of those with mental health issues.	May 2021	Corporate Communications Manager / Mayor	This has not been possible during the pandemic due to social distancing. However, the Mayor has contacted residents and Independent Living Tenants, as well as Past Mayors and Freemen and Aldermen to check in on them and signpost to support as required. Feedback from these calls has been very positive
<b>9. PROMOTE THE GOOD MENTAL HEALTH OF EMPLOYEES</b>			
9.1. Provision of Care First Employee Assistance Programme	Ongoing	HR Manager	As part of the Care First Employee Assistance Programme, a counselling service is available to all staff and members. All calls are answered by British Association for Counselling and Psychotherapy (BACP) accredited counsellors for immediate crisis support. Care First also offer alternative counselling solutions such as online realtime counselling, online Cognitive Behaviour

ACTION	DUE DATE	OFFICER	NOTES
			Therapy courses and an online counselling 'chat' function. These diverse streams are designed for ease of access and an alternative method for the diverse workforce the Council has.
9.2. Offer bereavement counselling to staff	Ongoing	HR Manager	Care First offers bereavement counselling and we recommend this service to bereaved staff. We also give advice about the support offered by the charity Cruse Bereavement Care
9.3. Broxtowe Borough Council to be a signatory to the Mindful Employer Charter.	Ongoing	HR Manager	HR Manager has reviewed and renewed the 8 year Mindful Employer Charter in March 2021 – awaiting renewal certificate.

ACTION	DUE DATE	OFFICER	NOTES
9.4. Broxtowe Borough Council to join the Nottinghamshire County Council Wellbeing at Work Scheme.	April 2021	Communities Officer (Health)	The relaunch of the new scheme was halted by the pandemic. Public Health at Nottinghamshire County Council are currently focussing their efforts on the pandemic and as such this piece of work is delayed.
9.5. Provide Mental Health First Aid training for managers	Ongoing	Learning and Development Coordinator	Unfortunately, due to the Covid19 pandemic restrictions, we have been unable to provide any face to face training events for the remaining managers requiring this for over a year now, but we hope to address this later this later in 2021 and early 2022. In addition recertification training will be offered to the trained managers when we can resume.
9.6. Create and distribute a monthly Employee Mental Health Champions Newsletter	Ongoing	HR Manager	Five editions have been produced and distributed up to the end of March 2021. There has been a lot of positive feedback from employees across the organisation and the newsletter continues to develop.

ACTION	DUE DATE	OFFICER	NOTES
9.7. Employee Mental Health Champions Group	Ongoing	HR Manager	<p>The Employee Mental Health Champions Group has had a huge influence since it's relatively recent formation. It has been able to meet remotely during the lockdown and has been able to discuss general mental health concerns as well as receive a tutorial and trial the new Employee Assistance Programme prior to the launch. Since its inception, the group has been responsible for a number of initiatives including:</p> <p><b>Mental Health Awareness Week and World Mental Health Day 2020</b>  The Champions Group/HR promoted these in May and October via staff briefings and daily emails. The Group encouraged teams and employees to meet virtually to promote the World Mental Health Day by wearing green and taking a moment to 'check in' with one another.</p> <p><b>New Employee Assistance Programme Introduction</b>  Immediately prior to the pandemic, Broxtowe BC introduced a new employee assistance programme – Care First. The new provider was chosen as it offered more support for employees, a wider range of</p>

ACTION	DUE DATE	OFFICER	NOTES
			<p>services and better value for money/return on investment. The Champions Group helped pilot the new programme prior to launch.</p> <p><b>Corporate Communications</b> Additional mental health support, advice and guidance was regularly distributed to employees via the all staff email/briefing.</p> <p><b>Fundraising</b> Fundraising via cake sales for employees to celebrate Mental Health Awareness Day – between £400-500 has been raised via these. Mental Health support was promoted on the days and employees were encouraged to talk and be aware of what support is available.</p> <p><b>Visit to Nottingham Recovery College.</b> A number of the group went for a tour/open day at the College to learn about what support outside the Council was available and to learn about the free services they provide.</p>

ACTION	DUE DATE	OFFICER	NOTES
			<p><b>New Ways of Working</b> The Group has input into the new building plans in relation to a wellbeing room within the Council Offices</p> <p><b>Publications and other work</b> The Group also agreed for a number of Mental Health magazine subscriptions – Happyful Magazine and the Happy Newspaper which have been distributed to employee breakout areas on a monthly basis. Happy Calendars have also been promoted and distributed across the Council on a monthly basis. The team created a poem which was focused on Mental Health and which was turned into a video for all staff to see. Disability Confident status has also been discussed at meetings. Planning for 2021 events such as Mental Health Awareness Week is underway.</p> <p>Disability Confident status has been submitted for Level 3 (pending).</p>

ACTION	DUE DATE	OFFICER	NOTES
			Wellbeing Room is complete and furnished. It will be available for use on return to the office.
9.8. Provide a central point of contact within the Authority for advice on safeguarding, and mental health signposting in respect of staff.	Ongoing	HR Manager	A single point of contact is provided for all staff for advice on referrals / signposting in respect of mental health issues.



## Report of the Chief Executive

### FOOD CLUBS UPDATE

#### 1. Purpose of report

To advise the Committee on the progress of the development of three Food Clubs in the Borough.

#### 2. Detail

The concept of Food Clubs started as part of the Nottinghamshire Child Obesity Trailblazer project. The overall aim of the clubs is that families have increased access to healthier and affordable foods.

Eligibility for families to become a “member” of a club is that they must have at least one child under 5 and live within the children’s centre catchment area. More details of the scheme are shown in the appendix.

Nottinghamshire County Council is currently working with Family Action to deliver 30 Food Clubs across Nottinghamshire by the end of the next financial year (March 2022) this would cover the whole county and be predominantly hosted within the County Council’s children’s centres.

In Broxtowe the plan is for there to be 3 Food Clubs to be located at:

- Eastwood Children’s Centre, Chewton Street, Eastwood
- Beeston North Children’s Centre, Alderman Cl, Beeston (HOPE food bank have expressed an interest in this Food Club being hosted within their premises and supported by Children’s Centres)
- Chilwell Children’s Centre, Great Hoggett Drive, Chilwell

The project is progressing in line with expectations with Eastwood Food Club opening 22 July and Beeston due to open in September.

Nottinghamshire County Council has indicated it will meet the set up costs (£3,400) of the first club (Eastwood) using funds from the Trail Blazer Obesity Project.

Funding to set up the two remaining clubs in the Borough and supply all three with their initial food supply (£9,250 in total) is from the COVID-19 Food Grant (£20,000) which Districts received from central government via the County Council, to undertake food related activities during the COVID-19 pandemic. Several other District Councils have also used the grant for the establishment of Food Clubs.

### Recommendation

**Committee is asked to NOTE the progress of the development of Food Clubs.**

### Background Papers

Nil

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**APPENDIX**

**Aims**

- Give regular access to a sustainable supply of Food to people at risk of food insecurity
- Encourage families to access local support services and signposted to other agencies
- Increase disposable income for local families to improve life chances and wellbeing
- Reduce the amount of food being sent to landfill in the UK by utilizing surplus food.

**Membership**

- Each family pays £1 per year membership
- £3.50 each week for food
- Each Club has a limit of 50 members
- Families are only eligible for 1 year's membership to maximise the number of families who are able to benefit from scheme

**Clubs**

- Clubs are delivered predominately from Children's Centres
- Volunteers are trained (2-hour session)
- FARE Share deliver food the day before club
- Families book a time slot to collect food
- Payment is taken by a volunteer (£3.50 cash or card) on collection
- Families collect a range of fresh, frozen and ambient produce (approx. value £15.00)
- Families check they are happy with food and signs to accept content and allergy guidelines.

**FARE Share**

- FARE Share is the UK's national network of charitable food redistributors, made up of 18 independent organisations. Together, they take good quality surplus food from right across the food industry and get it to almost 11,000 frontline charities and community groups

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## Report of the Chief Executive and Assistant Chief Executive

### **PERFORMANCE MANAGEMENT – REVIEW OF BUSINESS PLAN PROGRESS – HEALTH**

#### 1. Purpose of Report

To report progress against outcome targets identified in the Health Business Plan, linked to Corporate Plan priorities and objectives, and to provide an update as to the latest key performance indicators therein.

#### 2. Background

The Corporate Plan 2020-2024 was approved by Council on 4 March 2020. Business Plans linked to the five corporate priority areas of Housing, Business Growth, Environment, Health and Community Safety are subsequently approved by the respective Committees each year.

#### 3. Performance Management

As part of the Council's performance management framework, each Committee receives regular reports during the year which review progress against their respective Business Plans. This will include a detailed annual report where performance management is considered following the year-end.

This report is intended to provide this Committee with an overview of progress towards Corporate Plan priorities from the perspective of the Health Business Plan. It provides a summary of the progress made to date on key tasks and priorities for improvement in 2021/21 and the latest data relating to Critical Success Indicators (CSI) and Key Performance Indicators (KPI). This summary is detailed in appendix 1.

#### **Recommendation**

**The Committee is asked to NOTE the performance and progress made in achieving the actions in the Health Business Plan 2021-2024.**

#### Background papers

Nil

## APPENDIX 1

**PERFORMANCE MANAGEMENT****1. Background - Corporate Plan**

The Corporate Plan for 2020-2024 was approved by Council on 4 March 2020. This plan sets out the Council's priorities to achieve its vision to make "A Greener, Safer and Healthier Broxtowe where everyone prospers." Over the period, the Council will focus on the priorities of Housing, Business Growth, Community Safety, Health and Environment.

The Corporate Plan prioritises local community needs and resources are directed toward the things they think are most important. These needs are aligned with other local, regional and national plans to ensure the ambitions set out in our Corporate Plan are realistic and achievable.

**2. Business Plans**

Business Plans linked to the five corporate priority areas, including Housing, were approved by Council on 3 March 2021, following recommendations from the respective Committees in January/February 2021.

The Council's priority for Health is to "support people to live well". Its objectives are to:

- Promote active and healthy lifestyles in every area of Broxtowe (He1)
- Come up with plans to renew our leisure facilities in Broxtowe (He2)
- Support people to live well with dementia and support those who are lonely or have mental health issues (He3)

The Business Plans detail the projects and activities undertaken in support of the Corporate Plan for each priority area. These cover a three-year period and are revised and updated annually. Detailed monitoring of progress against key tasks and outcome measures in the Business Plans is undertaken regularly by the relevant Committee. This will include a detailed annual report where performance management and financial outturns are considered together following the year-end as part of the Council's commitment to closely align financial and performance management.






**3. Performance Management**

As part of the Council's performance management framework, this Committee receives regular reports of progress against the Health Business Plan. This report provides a summary of the progress made to date on key tasks and priorities for improvement in 2020/21 (as extracted from the Pentana Risk performance management system). It also provides the latest data relating to Critical Success Indicators (CSI) and Key Performance Indicators (KPI).






The Council monitors its performance using the Pentana Risk performance management system. Members have been provided with access to the system via a generic user name and password, enabling them to interrogate the system on a 'view only' basis. Members will be aware of the red, amber and green traffic light symbols that are utilised to provide an indication of performance at a particular point in time.

The key to the symbols used in the Pentana Risk performance reports is as follows:







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	In Progress	The action/task is in progress and is currently expected to meet the due date
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	Cancelled	This action/task has been cancelled or postponed





#### Performance Indicator Key

Icon	Performance Indicator Status
	Alert
	Warning
	Satisfactory
	Unknown
	Data Only





### Health Key Tasks and Priorities for Improvement 2021/22

Status	Action Title	Action Description	Progress	Due Date	Comments
In Progress 	COMS2124_03 Produce DEFRA Annual Air Quality Status Report	Council has a fit for purpose Air Quality Status Report highlighting current status and potential actions	<b>95%</b>	Jun-2021	Report submitted to DEFRA in June 2021 - await approval
In Progress 	COMS2124_04 Monitor and update Health and Older People Partnership Action Plan	Improvement in the health and wellbeing (including mental health) of people in the borough, particularly older people	<b>10%</b>	Mar-2022	New Health Action Plan 2021/23 was produced April 2021 and approved by Leisure and Health Committee on 9 June 2021.
In Progress 	COMS2124_05 Monitor and update Dementia Partnership Action Plan	Improvement in the health and wellbeing (including mental health) of people in the borough, particularly older people	<b>25%</b>	Mar-2022	Action plan 2020/22 many actions delayed due to building closure, cancellation of events and redeployment of staff during pandemic.
In Progress 	COMS2124_06 Monitor and update Child Poverty Action Plan	Reduction of child poverty levels in the borough	<b>30%</b>	Mar-2022	Action plan 2020 to September 2022. Some actions delayed due to refocussing of resources to the clinically vulnerable, humanitarian aid effort and food insecurity during the pandemic.
In Progress 	COMS2124_07 Monitor and update Children and Young Persons Partnership Action Plan	Improvement in the wellbeing of people in the borough, particularly children and young people	<b>10%</b>	Mar-2022	A new Child Poverty Action Plan October 2020 to September 2022 was presented to Policy and Performance Committee on 1 October 2020. A Food On Our Doorstep (FOOD) project to tackle food insecurity has been approved. There will be three FOOD clubs across Broxtowe. Further work may be delayed as the post is vacant.
In Progress 	COMS2124_08 Monitor and Update Mental Health Action Plan	Improvements in the Mental Health and wellbeing of people In the Borough.	<b>10%</b>	Mar-2022	Action plan produced and is to be presented to the Leisure and Health Committee on 15 September 2021.








Status	Action Title	Action Description	Progress	Due Date	Comments
In Progress 	COMS(H)2023_01 Produce a new Leisure Facilities Strategy	To have a strategy that details maintaining the provision of 3 leisure facilities with a costed timetable to replace two of the existing facilities	10%	Mar-2023	A report was presented to Policy and Performance Committee on 1 October 2020. Work on a detailed project plan to deliver a new Bramcote Leisure Centre is underway.
Warning 	LL1922_S01 Implement the Get Active Strategy	Reduce inactivity levels and increase the number of volunteers	56%	Dec-2022	'Inactivity of residents with Mental Ill Health' is the focus of the work. A range of mental health services have agreed to work in partnership with Liberty Leisure Ltd. Liberty Leisure Ltd are in the process of reviewing the strategy due to changes resulting from the COVID-19 pandemic.
Completed 	LL2023_G07 Explore the feasibility of providing a new Exercise Referral scheme.	Ensure that if a referral scheme is implemented that it will contribute to local health and physical activity targets and is sustainable	100%	Mar-2023	Currently in talks with PCN to deliver a pilot project.
In Progress 	LL2023_G08 Implement a new exercise referral scheme if pre planning and partner supports its feasibility	Contribute to the delivery of the Get Active strategy reducing inactivity levels in the Borough An initial estimate of 125 annual referral would provide additional £18,000 of income per year	40%	Sep-2022	Exercise referrals slots arranged at Chilwell Olympia and Kimberley Leisure Centre. Marketing materials produced to promote this service.

## Health Critical Success Indicators 2021/22

Statu s	Code / Short Name	Frequency	2019/20 Achieved	2020/21 Achieved	2021/22 Q1	2021/22 Target	Notes
Amber 	<b>ComS_092</b> Personal wellbeing score for the Borough (out of 10)	Annually	7.9	7.43 (Sept. 2020)	-	8.1	Data collected by Office for National Statistics. Due to the pandemic the data collection method has changed therefore data at Local Authority level is not available for 2020/21.  The pandemic has had an impact on factors contributing to the wellbeing of residents in the Borough. This is reflected in the decreased score for September 2020.
Green 	<b>ComS_090</b> Air Quality – number of NO2 diffusion tube samples with annual mean reading at or below 40 micrograms m-3	Annually	100%	100%	-	100%	40 tests completed in 2020/21.
Data Only 	<b>ComS_091</b> Dementia Friends trained	Annually	90	On hold	0	80	Training of Dementia Friends in 2020/1 was been suspended due to COVID-19. Officer deployed to other duties during the pandemic. It is anticipated that this work will resume from September 2021.
Red 	<b>LLLocal_G09</b> Percentage of Inactive Adults in Broxtowe	Annually	25.3%	-	-	20	For 2020/21 data from Sport England available from October/November.

## Health Key Performance Indicators 2021/22

Status	Code / Short Name	Frequency	2019/20 Achieved	2020/21 Achieved	2021/22 Target	Notes
Data Only 	<b>ComS_041</b> Food Complaints/ Service Requests	Annually	172	377	-	Increase in requests regarding changes in business operating models. Excludes most enquiries regarding changes in operating rules as due to volume of contact and proactive letters/communications to businesses, it was not possible to record all contacts.
Data Only 	<b>ComS_042</b> Infectious Disease notifications	Annually	28	17	-	Excludes notifications of COVID-19 cases and outbreaks.
Amber 	<b>ComS_050</b> Food Complaints responded to within timescales	Annually	97%	97%	100%	Significant increase in service requests during the pandemic.
Green 	<b>ComS_051</b> Infectious Disease notifications responded to within timescales	Annually	100%	100%	100%	Cases of COVID-19 linked to premises/work activities were recorded separately.
Green 	<b>ComS_055</b> Air Quality: Inspection of authorised / permitted processes	Annually	100%	100%	100%	Please note in line with DEFRA guidance inspections and review were undertaken by written and remote means rather than on-site inspections. Onsite inspections will likely be re-instated in 2021-2022

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**Joint report of the Deputy Chief Executive and the Managing Director, Liberty Leisure Limited**

**PERFORMANCE MANAGEMENT – REVIEW OF BUSINESS PLAN  
PROGRESS – LIBERTY LEISURE LIMITED**

1. Purpose of Report

To report progress against outcome targets identified in the Liberty Leisure Limited Business Plan, linked to Corporate Plan priorities and objectives, and to provide an update as to the latest key performance indicators therein.

2. Background

The Corporate Plan 2016-2020 was approved by Council on 4 March 2020. Business Plans linked to the five corporate priority areas of Housing, Business Growth, Environment, Health and Community Safety are subsequently approved by the respective Committees each year.

3. Performance Management

As part of the Council's performance management framework, each Committee receives regular reports during the year which review progress against their respective Business Plans. This will include a detailed annual report where performance management is considered following the year-end.

This report is intended to provide this Committee with an overview of progress towards Corporate Plan priorities from the perspective of the Liberty Leisure Limited Business Plan. It provides a summary of the progress made to date on key tasks and priorities for improvement in 2021/22 and the latest data relating to Key Performance Indicators (KPI). This summary is detailed in appendix 1.

**Recommendation**

**The Committee is asked to NOTE the performance and progress made in achieving the Business Plan for Liberty Leisure Limited 2021-2024.**

Background papers

Nil

## APPENDIX 1

## PERFORMANCE MANAGEMENT

1. Background - Corporate Plan

The Corporate Plan for 2016-2020 was approved by Council on 4 March 2020. This plan sets out the Council's priorities to achieve its vision to make "A greener, safer and healthier Broxtowe where everyone prospers." Over the period, the Council will focus on the priorities of Housing, Business Growth, Community Safety, Health and Environment.

The Corporate Plan prioritises local community needs and resources are directed toward the things they think are most important. These needs are aligned with other local, regional and national plans to ensure the ambitions set out in our Corporate Plan are realistic and achievable.

2. Business Plans

The Liberty Leisure Business Plan is reviewed and refreshed annually. The latest Business Plan was approved by the Liberty Leisure Ltd Board in February 2021. The Liberty Leisure Business Plan was noted at Council on 3 March 2021.

The Liberty Leisure Business Plan links to the Council's corporate priority of Health. The Council's priority for Health is to "support people to live well".

Its objectives are to:

- Promote active and healthy lifestyles in every area of Broxtowe (He1)
- Come up with plans to renew our leisure facilities in Broxtowe (He2)
- Support people to live well with dementia and support those who are lonely or have mental health issues (He3).

The Liberty Leisure Business Plan details the projects and activities undertaken in support of the Corporate Plan Health priority area. The business plan covers a three-year period and will be revised and updated annually.

Liberty Leisure Limited have designed a suite of milestones and Performance Indicators (KPIs) to be used to monitor progress against key tasks and targets. Performance monitoring is undertaken to identify more relevant KPIs, to refine targets and to ensure reporting to the Council is relevant, consistent and manageable.

3. Performance Management






As part of the Council's performance management framework, this Committee receives regular reports of progress against respective Business Plans. This report provides a summary of the progress made to date on key tasks and priorities for improvement in 2021/22 (as extracted from the Pentana Risk

performance management system). It also provides the latest data relating to Key Performance Indicators (KPI).






The Council and Liberty Leisure monitor performance using the Pentana Risk performance management system. Members have been provided with access to the system via a generic user name and password, enabling them to interrogate the system on a 'view only' basis. Members will be aware of the red, amber and green traffic light symbols that are utilised to provide an indication of performance at a particular point in time.

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#### Performance Indicator Key






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	Warning
	Satisfactory
	Unknown
	Data Only




## Liberty Leisure Limited Key Tasks and Priorities for Improvement 2021/2022





Status	Action Title	Action Description	Progress	Due Date	Comments
In Progress 	LL1922_G04 Set up Liberty Leisure Limited as a Direct Debit Bureau	Have the ability to collect direct debits for other organisations	0%	Mar-2022	An invitation to tender has recently been released for the procurement of a new Leisure Management Bookings system which will aid collecting direct debits as a bureau.
In Progress 	LL1922_S01 Implement the Get Active Strategy	Reduce inactivity levels and increase the number of volunteers	66%	Dec-2022	'Inactivity of residents with Mental Ill Health' is the focus of the work. In partnership with the local Primary care network a new referral pathway has been established for people with low level mental ill health to access fitness services.
In Progress 	LL2023_C01 Investigate potential partnership funding, planning potential and local support to develop a full size 3G football pitch at Chilwell Olympia	Increase attendance and income through football activities  <i>This development depends on the outcome of the Council's Leisure Facilities strategy work</i>	0%	Mar-2023	
In Progress 	LL2023_E01 Complete a new Cultural Services Strategy	Provide an overview of how the museum and the events programme will be developed and delivered between 2021-2024  Develop a joined up approach to both service areas to help develop new ideas to increase community engagement. Subject to funding from BBC for an additional Events Officer	6%	Sep-2021	A proposal containing options for events during 2022 / 23 is being finalised to present to the Council.




Status	Action Title	Action Description	Progress	Due Date	Comments
In Progress 	LL2023_E03 Reinterpret the content and the way the museums artefacts are presented	Refresh the museum to ensure that it continues to attract visitors Increasing visits through return visits being encouraged and increased dwell time through new forms of interaction with the collection	50%	Mar-2022	Interpretation has been re-done in all of the rooms. We are exploring digital options including online tours.
In Progress 	LL2023_G02 Increasing sales from activities that are outside of the company's core activities	Extend the training opportunities that the company is able to sell to external companies. Increase income through the additional sales	31%	Mar-2023	Efficiencies made from first aid in 2019-20 is £2,100 Additional income from growing the first aid sales, developing new training opportunities and expanding the retail offer. Working in partnerships with • Personal Trainers • NUCO • New College Nottingham • Gym Pro
In Progress 	LL2023_G03 Support people who have been made redundant from work to remain physically active	Provide a short term opportunity to keep people active. This action will contribute to the outcomes detailed in the Get Active Working with Job Centre Plus	25%	Mar-2022	A promotional campaign will be launched in September to offer free gym sessions to those that have recently been made redundant.


Status	Action Title	Action Description	Progress	Due Date	Comments
Completed 	LL2023_G05 Review concessionary leisure card fees	Introduce an annual charge for the use of the concessionary leisure card  Aim to raise additional annual income of £ 5,600	100%	Mar-2022	
In Progress 	LL2023_G06 Develop and implement an intranet for the company	Improve communication across the Liberty Leisure Ltd team  Working with Three65 Media	25%	Sep-2022	Delays in development were due to COIVD-19. Due Date revised to 30 September 2022.
Completed 	LL2023_G07 Explore the feasibility of providing a new Exercise Referral scheme.	Ensure that if a referral scheme is implemented that it will contribute to local health and physical activity targets and is sustainable	100%	Mar-2023	Funding received from the PCN to deliver a 'pilot' project that started in March 2021.
In Progress 	LL2023_G08 Explore the feasibility of providing a new Exercise Referral Scheme	Contribute to the delivery of the Get Active strategy reducing inactivity levels in the Borough  An initial estimate of 125 annual referral would provide additional £18,000 of income per year	35%	Sep-2022	The pilot scheme is underway with referrals coming through. Local GP's will shortly be contacting individuals who fit the referral criteria via text inviting them to self-refer to the scheme through the LLL website.
In Progress 	LL2023_G10 Increase children's birthday party provision. Improve and expand existing party provision.	To increase the number of birthday parties delivered across Liberty Leisure Ltd each year  Increase surplus from the delivery of birthday parties by £1,200 in year one	58%	Mar-2022	This has been delayed due to the pandemic and leisure centre closure. Now that staff are returning from furlough the working group has reformed and scope of the project extended to include the D. H. Lawrence Birthplace Museum.

Status	Action Title	Action Description	Progress	Due Date	Comments
Assigned 	LL2023_G11 Installation of new fitness equipment at each of the leisure facility sites	Maintain existing fitness membership income Ensure equipment maintenance costs remain within existing revenue budgets Capital expenditure £600,000 Additional items include digital solutions to support customer use of the hardware, approximate costs £20k per year	0%	Jan-2022	Due to equipment being under-utilised during the pandemic the installation of new equipment will be delayed and implemented in two phases. The probable date to implement phase 1 being June 2023 with phase 2 being December 2024.  The existing Global Servicing contract between the Council and Technogym will need to be extended to provide support for the additional period of time.  Due date to be <b>extended to March 2025</b> .
Assigned 	LL2023_S01 Formalising volunteering opportunities available through Liberty Leisure Limited	Improving the volunteer experience by introducing a new volunteer policy, online application package and personalised welcome. Increase the number of people volunteering through the company	0%	Mar-2023	Work ceased during the pandemic. A formal volunteer policy is ready to be adopted. Meetings will be starting with partners to discuss how best to progress access to volunteering opportunities.
Assigned 	LL2124_B01 Utilise vacant shop space to increase restricted leisure centre capacities for spin classes	Provide sufficient spin classes to meet demand and improve the retention of fitness customers	0%	Mar-2023	Delayed due to pandemic and reduced budgets. This is a flexible action and may or may not be progressed depending upon future pandemic related changes and/or outcome from the Council's Leisure Facility strategy.





Status	Action Title	Action Description	Progress	Due Date	Comments
In Progress 	LL2124_DHL01 Reduce the costs of operating the DH Lawrence Birthplace Museum and Community Events	Merge the community events and museum teams Reduce museum opening times and develop different event/activity opportunities	<b>27%</b>	Sep-2021	The community events and museum teams have been merged to reduce costs while maintaining flexibility to operate. Initial temporary reduction in museum opening times while different event/activity opportunities are explored for example LLL are investigating the potential of using the outdoor garden area for events, weddings and afternoon teas which may change.
In Progress 	LL2124_G01 Grow fitness and swim school memberships	Recover income lost during the lockdowns to return the company's finances to pre pandemic levels Working with partners	<b>28%</b>	Mar-2024	Gym only direct debits have increased by 23% since the start of April from 2,586 to 3,164 per month. The number of direct debits collected since the start of the pandemic dropped to 43% of the total at its worst. At the end of June 2021 the number of direct debits compared to pre pandemic is 65%. Swim School is now at 85% of its pre pandemic levels.
In Progress 	LL2124_G02 Improve financial efficiency by reviewing the provision of services provided to the company by Broxtowe Borough Council	Improve financial efficiency in the provision of financial support. Identify opportunity to share financial savings in other services provided by the Council to the Company	<b>9%</b>	Jun-2022	The new financial management product is identified; project plan is complete. £25,000 saving based on charges agreed for financial services in 2021-22. Total annual saving to Liberty Leisure Limited will be £45K
In Progress 	LL2124_G04 Develop new partnerships to increase utilisations of vacated space	Recover lost income following the lockdowns by generating new business utilising vacated spaces Development of targeted activity for vulnerable people activity at Chilwell Olympia	<b>37%</b>	Mar-2023	Targets of £10,000 income during 2021-22 and £20,000 income during 2022-23. Positive new partnerships are being developed with Connect Health (NHS Physio provider), the PCN and Notts Public Health provider.

Status	Action Title	Action Description	Progress	Due Date	Comments
In Progress 	LL2124_K01 Re use partially developed space to add changing capacity for public and swim lessons at Kimberley Leisure Centre (KLC)	To enable KLC to maximise its swimming income potential for 2021/22	12%	Mar-2022	Expected swim income without the development is £14,600 per month. Additional income and staff savings with the development is £6,550 per month. Cost of development is £36,300 Payback period 6 months from completion of the project. £41,400 surplus (post COVID-19 comparisons).

### **Liberty Leisure Limited Critical Success Performance Indicators 2021/22**

Status	Code /Short Name	Frequency	2019/20 Achieved	2020/21 Achieved	2021/22 Q1	2021/22 Target	Notes
Data Only 	LLData_G02 Total Attendance - Liberty Leisure Limited	Annually	1,685,140	237,626	180,776	1,750,00	Leisure Centred were closed due to COVID-19 in 2020/21.

### Liberty Leisure Limited Key Performance Indicators 2021/22

Status	Code /Short Name	Frequency	2019/20 Achieved	2020/21 Achieved	2021/22 Q1	2021/22 Target	Notes
Red 	<b>LLLocal_G06</b> Total number of Annual Direct Debit collected	Quarterly	47,665 (Sep-19)	19,238	13,394	73,000	Collected for 3 months in 2020/21. Collections made reduced due to cancellations received throughout the first lockdown.
Green 	<b>LLLocal_G05</b> Total Income (Excluding Management Fee)	Quarterly	£7,046k (Feb-20)	£2.657m	£0.724m	£2.468m	Leisure reopened in April 2021 and a proportion of the income in quarter 1 2021/22 is from the government's Coronavirus Job Retention Scheme.
Green 	<b>LLLocal_G04</b> Operating Expenditure (Including Central Charges)	Quarterly	£4,593m	£4.118m	£0.657m	£3.830m	
Data Only 	<b>LLData_G05</b> Management fee from the Council to Liberty Leisure Ltd	Annually	£995K	£845K	-	£1.362m	

There is limited data available for 2020/21 due to the COVID-19 restrictions requiring Leisure Facilities to be closed.

Targets set for 2021/22 have taken into consideration the impact on Liberty Leisure services during the pandemic. Progress will be reviewed at the end of quarter 1 2021/22 to evaluate the targets for the year.

Data for the following PIs is collected annually and was not collected in 2020/21.

- **LLData\_G06** Subsidy per Visit - (*Broxtowe Borough Council's subsidy based on the annual management fee paid to the Liberty Leisure Ltd*)
- **LLLocal\_G07** Subsidy per Visit - (*Liberty Leisure Ltd subsidy based on operating incomes and expenditures*)
- **LLLocal\_G08** APSE Customer Satisfaction Survey – (Customer Satisfaction for combined leisure sites)

### Report of the Executive Director

#### WORK PROGRAMME

##### 1. Purpose of report

To consider items for inclusion in the Work Programme for future meetings.

##### 2. Background

Items which have already been suggested for inclusion in the Work Programme of future meetings are given below. Members are asked to consider any additional items that they may wish to see in the Programme.

24 November 2021	<ul style="list-style-type: none"> <li>• Presentation –Liberty Leisure</li> <li>• Performance Management – Review of Business Plan Progress</li> <li>• Update on Tobacco Action Plan</li> <li>• Update on Food on Doorsteps Clubs</li> </ul>
19 January 2022	<ul style="list-style-type: none"> <li>• Business Plans and Financial Estimates 2022/23 – 2024/25 – Liberty Leisure</li> <li>• Business Plans and Financial Estimates 2022/23 – 2024/25 – Health</li> <li>• Dementia Action Plan</li> <li>• Update on Children and Young People Action Plan</li> <li>• Update on Food on Doorstep Clubs</li> </ul>

#### Recommendation

**The Committee is asked to CONSIDER the Work Programme and RESOLVE accordingly.**

#### Background papers

Nil

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