Banbury Town Council

Mark Hassall ACMA
Town Clerk & RFO

The Town Hall
Bridge Street
Banbury
OX16 5QB

Tel: 01295 250340
Fax: 01295 250820

Our Ref: A31012023
Your Ref:
Please ask for: Martyn Surfleet
Email: martyn.surfleet@banbury.gov.uk

Date: 24 January 2023

To: All Members of the Resources Committee.

You are hereby summoned to attend a Meeting of the **RESOURCES COMMITTEE** to be held in the TOWN HALL, BRIDGE STREET, BANBURY on **TUESDAY, 31 JANUARY 2023 at 6.30pm**, for the transaction of the following business.

Mark Hassall
Town Clerk & RFO

BUSINESS TO BE TRANSACTED

1. **Apologies for absence**
   Contact Martyn Surfleet (01295 250340).

2. **Declarations of Interest**
   Members are asked to declare any interests in items on the agenda, **and the nature of that interest**, in accordance with the Local Government Act 2000, the Banbury Town Council Code of Conduct and Section 106 of the Local Government Finance Act 1992 (Please refer to the notes at the end of Agenda).

3. **Minutes of Last Meeting**
   To approve as correct the Minutes of the Meeting held on 03 January 2023 (previously circulated).

4. **Income & Expenditure Monitoring Report**
   To consider the report of the Town Clerk & RFO. **(Enclosure 4)**

5. **Woodgreen Open Air Pool Update Report**
   To consider the report of the Town Clerk & RFO. **(Enclosure 5)**

6. **Health & Safety Policy Statement**
   To review and approve the Health & Safety Policy Statement. **(Enclosure 6)**.

Notes on declaration of interest

(i) Any Member arriving after the start of the meeting is asked to declare any disclosable pecuniary interests as necessary as soon as practicable after their arrival even if the item in question has been considered;

(ii) In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly.

It is not practical to offer detailed advice during the meeting.

RESOURCES COMMITTEE

Minutes of a meeting of the Resources Committee held at 6.30pm on Tuesday, 03 January 2023 in the Town Hall, Banbury.

Present: Councillor Mallon (Chairman)
Councillors: Colegrave, Garrett, Hussain, Kilsby, Phillips, Powell, Richards and Strangwood.

Alternate Members: None

Officers: Mark Hassall (Town Clerk & RFO)
Paul Almond (Director of Environment)
Toby Russell (Events Manager)
Martyn Surfleet (Executive Officer)

R.26/22 Apologies for Absence
Cllr Dalton

R.27/22 Declarations of Interest
None

R.28/22 Minutes of the last Meeting
IT WAS RESOLVED that the Minutes of the Meeting held on 01 November 2022 be approved as correct records and signed by the Chairman.

R.29/22 Income & Expenditure Report
The Committee considered a report prepared by the Town Clerk & RFO comparing year-to-date income and expenditure with the projected annual budget for the financial year. The report showed all expenditure incurred up to 05 December 2022.

Officers responded to a range of questions from Members relating to various budget codes and financial procedures. Members' attention was drawn to the fact that overall the Committee's expenditure was within forecast versus the phased YTD budget.

General Services variances are principally

- Staffing vacancies contributing £11k, recruitment of cleaners has been completed, with the supervisor role within the grounds maintenance team ongoing. Current long term sick is currently being backfilled with agency staff which is offset against savings to-date.
- Planned cemetery works include arboriculture and memorial stability testing.
- Timing of invoicing for grounds maintenance works impacted by timing of November invoicing across Parks, seasonality of football pitch works and Horton View. Savings are offset by increased end of season grass cutting schedule for Peoples Park to mitigate impact of staff vacancies.
- Expenditure is planned on computer software to support staff monitoring of play equipment and tree stock across the estate.
- Ongoing play area equipment being refurbished across the estate awaiting completion. Following an external ROSPA inspection, a programme of works has been identified, which officers will work through in the next quarter.
- Prior and current year utility charges for MUGA's from OCC £11k.
- Café build in People's Park opened, with Earmarked Reserves to be released (£150k)

Underspends on Resources Committee also principally

- Corporate, Central Administration and Civic continue to be well controlled, with cost under budget.
- Town Council Events are currently within budget parameters.
- Town Hall utility costs are reduced whilst heating solutions are sourced, with provision for associated costs included within the projected budget.
- Other services to the Public include timing of small grants (including a Warm Welcome grant scheme), and invoicing of Christmas Lighting scheme. Woodgreen Open Air Pool operating subsidy has been provided for, subject to a review meeting between CDC officers and the Woodgreen Pool Working Party early in the new year.
- Other Costs & Income includes increased interest income in line with changes to Bank of England base rate.

Financial Effects & Risk Assessment

This is a monitoring report so there are no specific financial effects arising from it. Without effective budget monitoring there is a risk that budgets will not be adhered to, thereby weakening the Council's ability to demonstrate an effective use of resources. This risk is being mitigated by closer monitoring of spend using a phased budget

IT WAS RESOLVED to receive and note the Income and Expenditure report.

R.30/22 Grants & Budget Sub-Committee
The Chairman thanked the sub-committee for their review of the budget.

IT WAS RESOLVED to receive and note the minutes of the Grants & Budget Sub-Committee held on the 01 December 2022 and approve the recommendations set out in Minute G&B.4/22.

R.31/22 REVISED ESTIMATES FOR 2022/23 & DRAFT ESTIMATES 2023/24
A Summary of the revised estimates for 2022/23 and draft estimates 2023/24 was attached together with a full copy of the Estimates (2023/24).

The estimates included income from fees and charges, which for 2023/24 current remained unchanged from this year, subject to receipt of guidance from Members.

The estimates for 2023/24 have been set based on a 2% rise in precept, and a rise of less than 1% in households in the town due to housing growth. A 5.0% inflation rise in salaries and contract costs has been assumed, or greater where specified.

The following comments on the estimates are materially relevant:

GENERAL SERVICES

Cost Centre 103 Southam & Hardwick Cemetery
Increased salary costs relate to making cleansing roles in-house, and are offset by reduced cleansing contract costs. This is coupled with a planned reduction of agency reliance for cemetery operatives. Alterations include roadworks at works compound and levelling of sections.

Cost Centre 110 Parks and Open Spaces
Investment in estate management, including management plan for Peoples Park, landscaping software, with the installation funded from reserves £10k. Ongoing subsidy of highways grass verge maintenance to OCC of £40k. Tree management Investment across the play estate maintenance, £290k over two years, with the second year of £155k, partially funded from an earmarked reserve. Cleansing costs associated with expanded public toilet provision, with additional signage in parks.

Cost Centre 120 Football Pitches & Horton View
Bring H&S, Legionella & Electrical testing into a contract system. Renovation works to Bowling Green. Purchase of backup pitch marking machine.

Cost Centre 160 Capital costs
Hillview Play area refurbishment (earmark funding) in 23/24 alongside St Marys Churchyard landscaping, creation of Municipal Compost Bays at Spital Farm, further access development in open space and defibrillator provision £128k.

RESOURCES

Cost Centre 305 Central Administration
Reduced salary costs following reduction of senior roles in 22/23, offset by increases in insurance costs from 22/23 and inflation and contractual incremental progression in 23/24.

Cost Centre 310 Town Council Events
Planning addition to town events with funding of Coronation event in 23/24. Specific resourcing of staffing costs at events, alongside resource allocation to reinforce delivery of civic events.

Cost Centre 311 & 315 Town Hall & Other Services to the Public
Utility costs increases following the expiry of the current fixed priced energy contract in 23/24. Funding of alternative energy solutions funded through earmarked reserves to support energy efficiency at the Town Hall. Ongoing support by Banbury Town Council following the removal of Christmas Lights funding by Cherwell District Council to revive and renew the Christmas Lights scheme across the town, and subsidy of operation costs for Woodgreen Outdoor Pool.

Cost Centre 320 Other Costs and Income
Increased interest income projected to grow in 23/24, supported by increased precept income.

IT WAS RESOLVED to endorse the 2023/24 fees and charges as submitted.

IT WAS RECOMMENDED to the Council that:

(1) the Estimates as recommended by the Grants & Budget Sub Committee on 01 December and the General Services Committee on 13 December 2022, be approved;

(2) the Consolidated Budget be approved, and that it set the level of the precept for 2023/24 at £2,113,471 (following confirmation of the Council Tax base).

(3) the Four Year Financial Forecast be approved.

R.32/22 Events Update

The Committee considered a report of the Events Manager outlining progress with Events that had taken place from April 22 to December 22.

A Taste of Spring – 10 April 2022

This event was the first 'normal' event following the end of pandemic COVID restrictions and the first 'big' event delivered by the new events manager. 55 food and drink traders filled the Market Place, with an updated layout to previous years. Feedback from traders involved was positive, and members of the public were pleased to see that the events schedule had been resurrected. Seating areas were created, with live music to keep attendees at the event.

Inauguration – 17 May 2022

The outgoing Mayor Cllr. Shaida Hussain formally handed over to Cllr. Jayne Strangwood, at the annual Inauguration.

Banbury's Jubilee Celebrations – 2, 4 & 5 June 2022

Beacon Lighting, Spiceball Park. This event proved very popular, with around 2,500 visitors descending on the Park for an evening of vintage singing, fire eating performances followed with the beacon lighting and a jubilee themed fireworks display. The bars & food vendors saw long queues - based upon 2012, the estimate was for around 500 visitors, not x5 that! Radio Horton hosted the entertainment with their PA and entertained the crowds.

Party in the Park, Spiceball Park. The park was transformed with a huge festival stage and live music entertained the crowds for the duration of the day, as well as fairground attractions and children's activities including crown making workshops. Crazy Golf, Climbing Wall, Laser Quest and Rodeo bull activities were free for families to enjoy. Afternoon Tea could be pre-booked and enjoyed within the 'Tea Tent', with other street food vendors, bars and a pop up 'Pub in the Park' also available - around 13 different food cuisines in total could be found across the park, meaning something for everyone. The evening saw 'Platinum Party at the Palace' streamed live from the BBC onto a large TV screen, and some residents made good use of the new BBQ stations in the park.

Street Party & Civic Service, Market Place & St Marys Church. Over 700 school children aged 4-11 sat down at Hogwarts style tables all set up in the Market Place and were served a packed lunch by civic dignitaries, councillors and volunteers. St Mary's Church hosted a special civic service as part of the celebrations.
The jubilee events received significant sponsorship and marketing support from Banbury BID.

Armed Forces Day – 25 June 2022

A parade around the old town, followed by drumhead service in the Market Place and a small reception at the Town Hall.

Town Mayor's Sunday – 10 July 2022

TMS grew in size for 2022, taking on elements of the district show including ferret racing, crazy golf and emergency service vehicles. Go Karts, Fun fair and street food filled the park too, alongside local organisations and charity stands. The hot weather deterred some visitors and the dog show element was poorly attended with many keeping their dogs at home in cooler spaces! For next year, we propose pushing back the official opening ceremony for this event, to allow for bigger crowds to gather.

Music Mix – 22 July 2022
5 hours of live performances from local bands, entertained thousands in the Market Place. Local pubs operated bars and street food vendors kept everyone well fed.

Food & Drink Festival – 20 August 2022
A variety of over 90 Food & Drink traders joined the festival with a new layout making use of the roundabout outside of the Town Hall, providing a large seating area with live musical performances to encourage visitors to stay longer, spending more at the festival. Live Cookery shows were moved outside with a mobile cookery theatre allowing more visitors to participate (previously this was offered in the Town Hall, but was restricted by capacity due to fire regulations).

Battle of Britain – 18 September 2022
This event was cancelled due to the death of HRH Queen Elizabeth II. Instead efforts were focused on Proclamation and Memorial activities. Operation London Bridge was delivered respectfully as per the plan.

Canal Festival – 1 & 2 October 2022
For 2022, not only was a well-loved 'Canal Day' revived, but instead was extended for an entire weekend. The Oxford Canal Towpath saw thousands visit the moored canal boat traders – who for some quoted it was their best trading event of the year! The CQ2 development, meant that new spaces needed to be utilised, one of which was the ground floor level of the North Car Park 2 (below LIDL). This provided the perfect covered and weatherproofed space, with rows of market traders selling craft, clothing and food items. Bridge St Park was established as a music venue, with lots of visitors remarking that they didn't previously know of its existence.

Remembrance Sunday – 13 November 2022
A successful event took place to mark Remembrance Sunday. All elements of the normal event took place, including a parade, leaving from the Town Hall; a Church service at St Mary's Church and a wreath laying ceremony at the War Memorial in People's Park; along with a reception for invited guests at the Town Hall afterwards. Feedback was received from the Military that they may prefer to be at the War Memorial for 11, rather than in the church, but this was later withdrawn at a review meeting.

Christmas Lights Switch On – 27 November 2022
The icing on the cake, closing out a successful 3-day festive market, the Christmas Lights Switch On saw the biggest crowd in over 20 years turn out to in anticipation for the updated and improved lighting scheme to illuminate for the first time of the festive season. Hatwell's Fairgrounds provided fairground rides for youngsters and a range of festive food vendors and a balloon artist were also on hand. A stage was erected to in a new location and well received entertainers, including a live music performance from pupils of NOA, dance performances from local groups, festive carol singing by the Rock Choir and a number of local band performances.
The event was capped off with Banbury United and the Town Mayor jointly switching on the lights, accompanied by a short firework finale.

Events Working Group meeting
Following on from a busy, successful year of events, consideration needed to be given to the draft programme for 2023. As such, the Events Working Group met on 10 November to review and discuss an outline programme taking into consideration the Coronation of King Charles III. The Working Group made a number of observations/suggestions on the draft programme for next year.

Financial Risk Assessment
For 2022-2023 the total budget within the events cost code of 310 (minus salaries) was £93,397. At present £89,692 has been spent, with no further events left to deliver. The remaining money will be used for updating and maintaining events equipment, as per the budget 2022-2023.

Financial effects for events to be delivered in 2023 were all outlined in proposed budgets for 2023-2024, as part of the budget setting process.

IT WAS RESOLVED to receive and note the Events Update Report.

R.33/22 Calendar of Meetings for 2023/24
Approval was sought from Members for the 2023/24 Calendar of Meetings.

The Town Clerk reminded Members that he had been asked to ensure that where possible the new Calendar sought to avoid any clashes with meetings of the principal councils. The draft Calendar as submitted had achieved this as far as possible.

Having considered the draft Calendar Members' felt that where clashes occurred, then the Members' concerned could make use of the Alternate Member scheme or choose not to serve on those committees. However, it was noted that every effort had been made to avoid clashes for the full Council, where the alternate member scheme was not available.

IT WAS RECOMMENDED that the Council approve the Calendar of Meetings, as attached at Appendix A to these Minutes.

The meeting ended at 7.05pm

GENERAL SERVICES COMMITTEE
17 JANUARY 2023

RESOURCES COMMITTEE
31 JANUARY 2023

REPORT OF THE TOWN CLERK & RFO

INCOME & EXPENDITURE TO 11 JANUARY 2023

1 Introduction and Purpose of Report

1.1 To inform Members of income and expenditure compared with Year to Date (YTD) Budget for the financial year.

2 Wards Affected

2.1 All Wards.

3 Effect on Policy

3.1 Nil.

4 Contact Officer

4.1 Mark Hassall (01295 817313)

5 Background

5.1 The Council's Financial Regulations require that the Resources Committee be provided with a statement of income and expenditure to date under each head of the approved year-to-date annual revenue and capital budgets. As the main spending Committee, it is considered appropriate for this information to also be presented to the General Services Committee.

5.2 The Council's Accounting (RBS Omega) System provides reports that show Projected Full Year Budget and Actual YTD, for Income and Expenditure and any variance.

5.3 Attached is a report outlining summary income and expenditure against each cost centre.

6 Present Position

6.1 The attached report shows all expenditure incurred up to 11 January 2023. Overall the Committees expenditure is within forecast versus the projected budget. The main causes are addressed as follows:

6.2 General Services variances are principally

- Staffing vacancies contributing £12k, recruitment of cleaners has been completed, with the supervisor role within the grounds maintenance team ongoing. Current long term sick is currently being backfilled with agency staff which is offset against savings to-date.
- Planned cemetery works include arboriculture and memorial stability testing.
- Timing of invoicing for grounds maintenance works impacted by timing of December invoicing across Parks, seasonality of football pitch works and Horton View, however are broadly considered to be in line with full year projected expenditure.
- Expenditure is planned on computer software to support staff monitoring of play equipment and tree stock across the estate.
- Ongoing play area equipment being refurbished across the estate awaiting completion. Following an external ROSPA inspection, a programme of works has been identified, which officers will work through in the final quarter.
- Prior and current year utility charges for MUGA's from OCC £11k.
- Café build in People's Park opened, with Earmarked Reserves to be released (£179k)

6.3 Underspends on Resources Committee also principally

- Corporate, Central Administration and Civic continue to be well controlled, with cost under budget.
- Town Council Events are currently within budget parameters.
- Town Hall utility costs are reduced whilst heating solutions are sourced, with provision for associated costs included within the projected budget.
- Other services to the Public include timing of small grants (including a Warm Welcome grant scheme), and invoicing of Christmas Lighting scheme (£5k saving). Woodgreen Open Air Pool operating subsidy has been provided for, subject to a review meeting between CDC officers and BTC Councillors.
- Other Costs & Income includes increased interest income (projected £18k) in line with changes to Bank of England base rate.

7 Financial Effects & Risk Assessment

7.1 This is a monitoring report so there are no specific financial effects arising from it. Without effective budget monitoring there is a risk that budgets will not be adhered to, thereby weakening the Council's ability to demonstrate an effective use of resources. This risk is being mitigated by closer monitoring of spend using a phased budget.

8 Recommendations

8.1 The Council is invited to receive and note the Income & Expenditure report.

Background Papers: Nil

General Services Committee

		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101	**Litter Control & Cleansing**						
4107	Equipment General	4,624	4,624	(0)		(0)	100.0%
4109	Cleansing Contract	(834)	150,252	151,086		151,086	(0.6%)
	Litter Control & Cleansing :- Indirect Expenditure	3,791	154,876	151,085	0	151,085	2.4%
	Net Expenditure	(3,791)	(154,876)	(151,085)			
103	**Southam Road Cemetery**						
1000	Miscellaneous Income	965	175	(790)			551.4%
1004	Burial Chambers	3,900	3,250	(650)			120.0%
1005	Burial Fees	20,610	40,353	19,743			51.1%
1007	Memorial Applications	13,400	13,610	210			98.5%
1008	Exclusive Rights of Burial	10,865	19,900	9,035			54.6%
1009	Out of Hours Burial Fees	135	0	(135)			0.0%
1010	Land Rents	200	0	(200)			0.0%
1022	Premises Hire	3,521	3,661	140			96.2%
	Southam Road Cemetery :- Income	53,596	80,949	27,353			66.2%
4000	Salaries	138,291	186,340	48,049		48,049	74.2%
4006	Training	4,215	6,408	2,194		2,194	65.8%
4010	N N D Rates	6,587	8,738	2,151		2,151	75.4%
4011	Water Charges	1,634	1,426	(208)		(208)	114.6%
4012	Sewerage Charges	0	500	500		500	0.0%
4013	Electricity	536	707	171		171	75.8%
4014	Gas	294	588	294		294	50.1%
4019	Cleaning Materials	376	601	225		225	62.5%
4020	Telephone	632	656	24		24	96.3%
4023	Stationery/Office Supplies	0	150	150		150	0.0%
4026	Subscriptions	190	390	200		200	48.7%
4070	Computer Software	2,153	2,153	1		1	100.0%
4071	Purchase Equipment	1,684	3,504	1,820		1,820	48.1%
4072	Leasing Equipment	140	2,500	2,360		2,360	5.6%
4100	Purchase Materials	2,017	3,901	1,884		1,884	51.7%
4109	Cleansing Contract	2,190	2,190	0		0	100.0%
4120	Building M & R (Other Contract	7,743	9,700	1,957		1,957	79.8%
4122	Landscaping (Other Contractors	9,200	18,000	8,800		8,800	51.1%
4123	Minor Alterations & Imp.	919	9,280	8,361		8,361	9.9%
4132	Purchase Protective Clothing	635	1,392	757		757	45.6%
4137	Burial Chamber costs	5,289	5,289	0		0	100.0%

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4502	R & M Plant & Equipment	4,361	8,100	3,739		3,739	53.8%
4570	Lease Vehicle Charges	468	900	433		433	51.9%
4572	Fuel	2,873	2,999	126		126	95.8%
4850	Uniforms	858	754	(104)		(104)	113.8%
4870	Catering	(9)	0	9		9	0.0%
	Southam Road Cemetery :- Indirect Expenditure	193,273	277,166	83,893	0	83,893	69.7%
	Net Income over Expenditure	(139,677)	(196,217)	(56,540)			
104	Hardwick Hill Cemetery						
		0	0	0		0	0.0%
	Net Expenditure	0	0	0			
110	Parks and Open Spaces						
1000	Miscellaneous Income	76	0	(76)			0.0%
1010	Land Rents	1,296	1,296	0			100.0%
1500	Contribution from Reserves	0	17,806	17,806			0.0%
	Parks and Open Spaces :- Income	1,372	19,102	17,730			7.2%
4000	Salaries	129,768	193,845	64,077		64,077	66.9%
4006	Training	1,079	4,808	3,729		3,729	22.4%
4008	Car Allowances-Employee	0	1,500	1,500		1,500	0.0%
4010	N N D Rates	1,351	1,351	1		1	100.0%
4011	Water Charges	1,551	2,650	1,099		1,099	58.5%
4013	Electricity	(4,012)	7,000	11,012		11,012	(57.3%)
4019	Cleaning Materials	129	0	(129)		(129)	0.0%
4020	Telephone	738	916	178		178	80.5%
4023	Stationery/Office Supplies	50	238	188		188	21.0%
4025	Insurance	15,345	15,345	0		0	100.0%
4026	Subscriptions	271	571	300		300	47.5%
4032	Advertising/Publicity	0	300	300		300	0.0%
4070	Computer Software	1,048	18,854	17,806		17,806	5.6%
4100	Purchase Materials	2,124	5,342	3,218		3,218	39.8%
4107	Equipment General	5,285	8,325	3,040		3,040	63.5%
4109	Cleansing Contract	1,230	1,230	0		0	100.0%
4120	Building M & R (Other Contract	2,241	2,518	277		277	89.0%
4121	Ground Mtnce (Other Contractor	123,256	180,463	57,207		57,207	68.3%
4122	Landscaping (Other Contractors	20,194	27,355	7,161		7,161	73.8%
4124	Building M & R Peoples Park	3,776	4,734	958		958	79.8%
4132	Purchase Protective Clothing	882	1,300	418		418	67.8%
4500	Arboriculture	14,323	51,500	37,177		37,177	27.8%

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4501	Playground Equipment R & M	45,690	134,964	89,274		89,274	33.9%
4502	R & M Plant & Equipment	171	2,400	2,229		2,229	7.1%
4503	Purchase of Signs	1,217	6,303	5,087		5,087	19.3%
4510	Floral Bedding	7,443	13,824	6,381		6,381	53.8%
4511	Trees and Shrubs	21,157	22,352	1,195		1,195	94.7%
4512	Bulbs	2,615	5,965	3,350		3,350	43.8%
4514	Chemical Applications	6,494	6,445	(49)		(49)	100.8%
4515	Aviary Maintenance	1,607	1,393	(214)		(214)	115.4%
4570	Lease Vehicle Charges	225	0	(225)		(225)	0.0%
4572	Fuel	1,447	661	(786)		(786)	218.9%
4850	Uniforms	469	394	(75)		(75)	119.0%
	Parks and Open Spaces :- Indirect Expenditure	409,165	724,846	315,681	0	315,681	56.4%
	Net Income over Expenditure	(407,794)	(705,744)	(297,950)			
113	Allotments						
1010	Land Rents	3,443	5,268	1,826			65.3%
	Allotments :- Income	3,443	5,268	1,826			65.3%
4011	Water Charges	848	404	(444)		(444)	209.8%
4070	Computer Software	150	444	294		294	33.8%
4100	Purchase Materials	0	500	500		500	0.0%
4120	Building M & R (Other Contract	0	500	500		500	0.0%
4121	Ground Mtnce (Other Contractor	1,434	2,313	879		879	62.0%
4520	Private Contractors	1,375	5,287	3,912		3,912	26.0%
	Allotments :- Indirect Expenditure	3,806	9,448	5,642	0	5,642	40.3%
	Net Income over Expenditure	(363)	(4,180)	(3,817)			
114	Park Rangers						
4000	Salaries	93,235	117,498	24,263		24,263	79.4%
4006	Training	1,882	2,319	437		437	81.2%
4010	N N D Rates	5,530	6,144	614		614	90.0%
4011	Water Charges	614	1,228	614		614	50.0%
4012	Sewerage Charges	0	630	630		630	0.0%
4013	Electricity	499	2,132	1,633		1,633	23.4%
4014	Gas	129	600	471		471	21.6%
4015	Alarms	1,494	1,494	0		0	100.0%
4020	Telephone	1,058	902	(156)		(156)	117.3%
4025	Insurance	17,715	17,715	0		0	100.0%
4100	Purchase Materials	1,102	1,099	(3)		(3)	100.3%

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4107	Equipment General	1,292	1,896	604		604	68.2%
4120	Building M & R (Other Contract	1,563	4,831	3,268		3,268	32.4%
4124	Building M & R Peoples Park	50	1,050	1,000		1,000	4.8%
4131	Purchase Equipment	775	3,812	3,037		3,037	20.3%
4132	Purchase Protective Clothing	137	1,901	1,764		1,764	7.2%
4134	Radio System	82	0	(82)		(82)	0.0%
4502	R & M Plant & Equipment	137	137	(0)		(0)	100.2%
4570	Lease Vehicle Charges	2,060	9,464	7,404		7,404	21.8%
4572	Fuel	3,866	4,472	606		606	86.5%
	Park Rangers :- Indirect Expenditure	133,221	179,324	46,103	0	46,103	74.3%
	Net Expenditure	(133,221)	(179,324)	(46,103)			
115	CSGM						
1500	Contribution from Reserves	0	104,464	104,464			0.0%
	CSGM :- Income	0	104,464	104,464			0.0%
	Net Income	0	104,464	104,464			
116	Town Fairs						
1050	Hiring for events	1,870	1,870	0			100.0%
	Town Fairs :- Income	1,870	1,870	0			100.0%
	Net Income	1,870	1,870	0			
120	Football Pitches						
1020	Sports Hire	11,478	11,478	1			100.0%
1021	Licence and Premises Hire	10,666	10,893	227			97.9%
1051	Deposits	22	0	(22)			0.0%
	Football Pitches :- Income	22,165	22,371	206			99.1%
4010	N N D Rates	6,287	7,685	1,398		1,398	81.8%
4011	Water Charges	1,539	1,997	458		458	77.1%
4013	Electricity	1,804	5,132	3,328		3,328	35.2%
4014	Gas	860	2,000	1,140		1,140	43.0%
4017	Caretaking and Cleaning	231	58	(173)		(173)	398.0%
4019	Cleaning Materials	1,174	1,904	730		730	61.7%
4100	Purchase Materials	2,948	6,450	3,502		3,502	45.7%
4107	Equipment General	615	2,490	1,875		1,875	24.7%
4109	Cleansing Contract	5,785	4,777	(1,008)		(1,008)	121.1%
4120	Building M & R (Other Contract	12,786	19,111	6,325		6,325	66.9%

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4121	Ground Mtnce (Other Contractor	37,685	63,467	25,782		25,782	59.4%
4530	Bowling Green	7,173	9,944	2,771		2,771	72.1%
	Football Pitches :- Indirect Expenditure	78,887	125,015	46,128	0	46,128	63.1%
	Net Income over Expenditure	(56,722)	(102,644)	(45,922)			
131	Banbury in Bloom						
4651	Floral Sponsorship	8,256	8,256	(0)		(0)	100.0%
4652	Planting Day in the Park	832	813	(19)		(19)	102.3%
4654	Hanging Basket Workshop	0	1,850	1,850		1,850	0.0%
	Banbury in Bloom :- Indirect Expenditure	9,088	10,919	1,831	0	1,831	83.2%
	Net Expenditure	(9,088)	(10,919)	(1,831)			
132	Banbury Cross& FineLady Statue						
4025	Insurance	0	2,200	2,200		2,200	0.0%
4120	Building M & R (Other Contract	0	5,800	5,800		5,800	0.0%
	Banbury Cross& FineLady Statue :- Indirect Expenditure	0	8,000	8,000	0	8,000	0.0%
	Net Expenditure	0	(8,000)	(8,000)			
150	Public Clocks						
4000	Salaries	595	703	108		108	84.7%
4013	Electricity	156	206	50		50	75.9%
4120	Building M & R (Other Contract	0	600	600		600	0.0%
4521	Service of Public Clock	1,373	1,200	(173)		(173)	114.4%
	Public Clocks :- Indirect Expenditure	2,125	2,709	585	0	585	78.4%
	Net Expenditure	(2,125)	(2,709)	(585)			
160	Capital Costs						
1500	Contribution from Reserves	0	250,000	250,000			0.0%
	Capital Costs :- Income	0	250,000	250,000			0.0%
4554	Capital - Park Refurb	178,881	348,879	169,998		169,998	51.3%
	Capital Costs :- Indirect Expenditure	178,881	348,879	169,998	0	169,998	51.3%
	Net Income over Expenditure	(178,881)	(98,879)	80,002			

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
201	Bus Shelters						
4032	Advertising/Publicity	1,980	1,980	0		0	100.0%
4109	Cleansing Contract	805	1,610	805		805	50.0%
4800	New Shelters	0	5,500	5,500		5,500	0.0%
4801	Ground Rents	0	250	250		250	0.0%
4802	Maintenance	240	5,500	5,260		5,260	4.4%
	Bus Shelters :- Indirect Expenditure	3,025	14,840	11,815	0	11,815	20.4%
	Net Expenditure	(3,025)	(14,840)	(11,815)			
202	Salt Bins						
4107	Equipment General	1,196	4,000	2,804		2,804	29.9%
	Salt Bins :- Indirect Expenditure	1,196	4,000	2,804	0	2,804	29.9%
	Net Expenditure	(1,196)	(4,000)	(2,804)			
	General Services Committee :- Income	82,445	484,024	401,579			17.0%
	Expenditure	1,016,457	1,860,022	843,565	0	843,565	54.6%
	Movement to/(from) Gen Reserve	(934,012)					

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Resources Committee

		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
301	**Corporate Management**						
4050	Bank Charges	1,900	2,031	131		131	93.5%
4056	Internal Audit	460	1,380	920		920	33.3%
4057	Audit Fees	2,880	2,500	(380)		(380)	115.2%
4058	Professional Fees	3,615	6,915	3,300		3,300	52.3%
4059	Legal Support	2,250	9,250	7,000		7,000	24.3%
	Corporate Management :- Indirect Expenditure	11,105	22,076	10,971	0	10,971	50.3%
	Net Expenditure	(11,105)	(22,076)	(10,971)			
302	**Civic and Ceremonial**						
4000	Salaries	1,026	1,133	107		107	90.6%
4006	Training	0	350	350		350	0.0%
4022	Printing	246	975	729		729	25.2%
4023	Stationery/Office Supplies	0	290	290		290	0.0%
4026	Subscriptions	0	320	320		320	0.0%
4850	Uniforms	71	180	109		109	39.3%
4851	Incoming Mayors Allowance	788	7,000	6,212		6,212	11.3%
4854	Civic Property Maintenance	0	450	450		450	0.0%
4855	Civic Insignia	1,515	3,150	1,635		1,635	48.1%
4856	Photography	100	0	(100)		(100)	0.0%
	Civic and Ceremonial :- Indirect Expenditure	3,746	13,848	10,102	0	10,102	27.0%
	Net Expenditure	(3,746)	(13,848)	(10,102)			
305	**Central Administration**						
4000	Salaries	142,658	194,331	51,673		51,673	73.4%
4005	Professional Subscriptions	798	1,038	240		240	76.9%
4006	Training	1,738	3,778	2,040		2,040	46.0%
4007	Subsistence	40	1,890	1,850		1,850	2.1%
4009	Travel Allowances	0	125	125		125	0.0%
4020	Telephone	3,461	3,884	423		423	89.1%
4021	Postage	1,735	2,909	1,174		1,174	59.6%
4022	Printing	1,297	2,502	1,205		1,205	51.8%
4023	Stationery/Office Supplies	2,223	2,563	340		340	86.7%
4025	Insurance	8,730	8,730	0		0	100.0%
4026	Subscriptions	5,279	5,306	27		27	99.5%
4031	Staff Advertising	0	1,845	1,845		1,845	0.0%
4032	Advertising/Publicity	1,660	1,300	(360)		(360)	127.7%

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4033	Tourism/Marketing	0	1,000	1,000		1,000	0.0%
4035	Books & Publications	0	200	200		200	0.0%
4070	Computer Software	12,138	17,694	5,556		5,556	68.6%
4071	Purchase Equipment	101	86	(15)		(15)	117.8%
4073	Purchase Furniture	376	1,376	1,000		1,000	27.3%
4136	Purchase IT Equipment	393	1,705	1,312		1,312	23.1%
4850	Uniforms	271	645	374		374	42.0%
4856	Photography	0	385	385		385	0.0%
5000	Contingency Fund & Provision	0	5,000	5,000		5,000	0.0%
	Central Administration :- Indirect Expenditure	182,898	258,292	75,394	0	75,394	70.8%
	Net Expenditure	(182,898)	(258,292)	(75,394)			
310	Town Council Events						
1000	Miscellaneous Income	1,091	1,064	(27)			102.5%
1055	Food Festivals	9,384	9,391	7			99.9%
1070	Canalside Festival Income	15,664	15,603	(61)			100.4%
1073	Town Mayors Sunday	1,314	1,214	(100)			108.3%
1075	Banbury Show Income	620	620	0			100.0%
1076	Christmas Lights Switch On	1,100	1,000	(100)			110.0%
1080	Grant Received	4,500	4,500	0			100.0%
	Town Council Events :- Income	33,673	33,392	(281)			100.8%
4000	Salaries	60,636	77,297	16,661		16,661	78.4%
4074	Armed Forces Day	2,846	2,846	(0)		(0)	100.0%
4076	Christmas Lights Switch On	10,605	8,000	(2,605)		(2,605)	132.6%
4300	Town Mayor's Inauguration	1,654	1,654	1		1	100.0%
4310	Town Mayors Sunday	3,091	3,091	(0)		(0)	100.0%
4320	Battle of Britain	489	0	(489)		(489)	0.0%
4330	Remembrance Day	4,239	5,125	886		886	82.7%
4345	Social Evening - Hennef Guests	0	1,000	1,000		1,000	0.0%
4360	Canalside Festival	20,985	20,485	(500)		(500)	102.4%
4370	Banbury Music Mix	4,818	5,206	388		388	92.6%
4390	Food Festivals	16,302	16,213	(89)		(89)	100.5%
4860	Diamond Jubilee	17,814	17,814	0		0	100.0%
5001	Seasonal Events	2,048	3,833	1,785		1,785	53.4%
	Town Council Events :- Indirect Expenditure	145,526	162,564	17,038	0	17,038	89.5%
	Net Income over Expenditure	(111,853)	(129,172)	(17,319)			

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
311	Town Hall						
1022	Premises Hire	5,557	6,208	651			89.5%
	Town Hall :- Income	5,557	6,208	651			89.5%
4000	Salaries	14,774	18,982	4,208		4,208	77.8%
4010	N N D Rates	16,113	16,113	(0)		(0)	100.0%
4011	Water Charges	941	959	18		18	98.2%
4013	Electricity	2,763	6,588	3,825		3,825	41.9%
4014	Gas	669	1,843	1,174		1,174	36.3%
4015	Alarms	0	835	835		835	0.0%
4016	Window Cleaning	140	289	149		149	48.4%
4019	Cleaning Materials	1,363	1,427	64		64	95.5%
4023	Stationery/Office Supplies	55	98	43		43	56.2%
4025	Insurance	13,709	13,709	(0)		(0)	100.0%
4032	Advertising/Publicity	145	395	250		250	36.7%
4071	Purchase Equipment	4,724	4,341	(383)		(383)	108.8%
4120	Building M & R (Other Contract	5,308	3,257	(2,051)		(2,051)	163.0%
4502	R & M Plant & Equipment	1,940	2,805	865		865	69.2%
4850	Uniforms	0	84	84		84	0.0%
4870	Catering	960	260	(700)		(700)	369.3%
4871	Licences inc PRS Fees	145	530	385		385	27.4%
	Town Hall :- Indirect Expenditure	63,750	72,515	8,765	0	8,765	87.9%
	Net Income over Expenditure	(58,193)	(66,307)	(8,114)			
315	Other Services to the Public						
4503	Purchase of Signs	0	500	500		500	0.0%
4700	Christmas Lighting Scheme	36,823	59,000	22,177		22,177	62.4%
4724	Open Air Pool Subsidy	0	76,577	76,577		76,577	0.0%
4900	Grants	4,700	11,800	7,100		7,100	39.8%
4901	Crime Prevention Support	3,000	8,300	5,300		5,300	36.1%
4903	Local Honors Scheme	762	1,762	1,000		1,000	43.2%
	Other Services to the Public :- Indirect Expenditure	45,285	157,939	112,654	0	112,654	28.7%
	Net Expenditure	(45,285)	(157,939)	(112,654)			
320	Other Costs and Income						
1176	Precept Received	2,017,911	2,017,911	0			100.0%
1190	Interest Received	42,978	43,765	787			98.2%
	Other Costs and Income :- Income	2,060,889	2,061,676	787			100.0%
4951	Revenue Contribution to Capita	0	26,000	26,000		26,000	0.0%
	Other Costs and Income :- Indirect Expenditure	0	26,000	26,000	0	26,000	0.0%
	Net Income over Expenditure	2,060,889	2,035,676	(25,213)			

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	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Resources Committee :- Income	2,100,118	2,101,276	1,158			99.9%
Expenditure	452,310	713,234	260,924	0	260,924	63.4%
Movement to/(from) Gen Reserve	1,647,809					
Grand Totals:- Income	2,182,563	2,585,300	402,737			84.4%
Expenditure	1,468,767	2,573,256	1,104,489	0	1,104,489	57.1%
Net Income over Expenditure	713,796	12,044	(701,752)			
Movement to/(from) Gen Reserve	713,796					

RESOURCES COMMITTEE

31 JANUARY 2023

REPORT OF THE TOWN CLERK

WOODGREEN OPEN AIR POOL

1 Introduction and Purpose of Report

1.1 To update Members on usage information and financial performance for the Open Air Pool

2 Wards Affected

2.1 All Wards.

3 Effect on Policy

3.1 Nil.

4 Contact Officer

4.1 Mark Hassall (01295 250340).

5 Background

5.1 Most Members will be aware that the Town Council campaigned vigorously for the refurbishment and reopening of the Woodgreen Pool as part of the District Council's Sports Centre Modernisation Programme. Initially Cherwell District Council (CDC) had omitted Woodgreen from its programme but changed this decision following an in depth Scrutiny Panel investigation. The Leader, Deputy Leader and Town Clerk attended the Panel and made a detailed submission, which was instrumental in persuading CDC to put in the substantial capital investment to secure reopening of the pool.

5.2 In April 2009 the Town Council entered into a legal agreement with CDC governing the terms upon which it would contribute towards the Pool's operating costs. The Town Council agreed to pay to the District Council an annual maximum pool subsidy of £50,000 plus RPI on or before 1 July each year throughout a period of 25 years or for so long as the Pool remains open. The first payment was made on 1 July 2009 and the Pool was opened in August 2009, following a £1.5m capital investment from CDC.

6 Current Situation

6\. Banbury Town Councils contribution to running costs in 2021/22 were £76,577, which represents the RPI escalation of the maximum pool subsidy.

6.1 See attached update reports from Cherwell District Council

7 Financial Effects & Risk Assessment

7.1 The approved revenue estimates are sufficient to meet the Council's annual subsidy.

It is noted that the payment to the operator by Cherwell District Council was recently agreed as £60,000 per annum for the next 6 years.

It is further noted that investment has been attracted via a grant to Cherwell District Council to fund recent capital investment in decarbonisation initiatives, however further maintenance undertaken on the flume, and planned investment in changing room refurbishment may go some way to understand any gap between BTC contribution and CDC payment of the financial claim from the operator.

8 Recommendations

8.1 The Committee are invited to receive and note the report.

Background Papers: attached

APPENDIX A

MONTHLY RETURN OF ATTENDANCES FOR: WOODGREEN LEISURE CENTRE						
	Apr-22	**May-22**	**Jun-22**	**Jul-22**	**Aug-22**	**Sep-22**
SWIMMING SESSIONS						
ADULT CASUAL SWIM	23	1,585	3,690	10,039	12,029	4,323
FAMILY SWIM x 5			2,921			1,122
JUNIOR SWIM (3-4)						
JUNIOR SWIM (5-7)	3	87				98
JUNIOR SWIM (8 - 10yrs)	1	101				102
JUNIOR SWIM (11-15)	3	76				67
JUNIOR SWIM (16 - 17yrs)			204			101
UNDERS 3'S SWIM						
SENIOR CITIZEN CASUAL SWIM	50	176	127			111
SWIM CLUB			300	300	350	300
Showers				5	5	4
Canoe Club	60	60	320	320	400	320
School Swimming						
Aqua Tots			55	255	175	56
Team Cherwell		120	200	200	220	120
Triathlon	60	80				
Water Polo			60	60	60	30
Aqua Zumba		200	185	116	56	12
TOTALS	**200**	**2,485**	**8,062**	**11,295**	**13,295**	**6,766**

Appendix B

Woodgreen Leisure Centre Outdoor Pool

Performance and Operational Report

1.0 Summary of Performance

1.1 In 2021 the decision was taken to re-open the pool for swimming on the 1st April after Government restrictions were eased to allow Outdoor pools to commence operation ahead of the indoor pools (which weren't able to re-open until the middle of April).

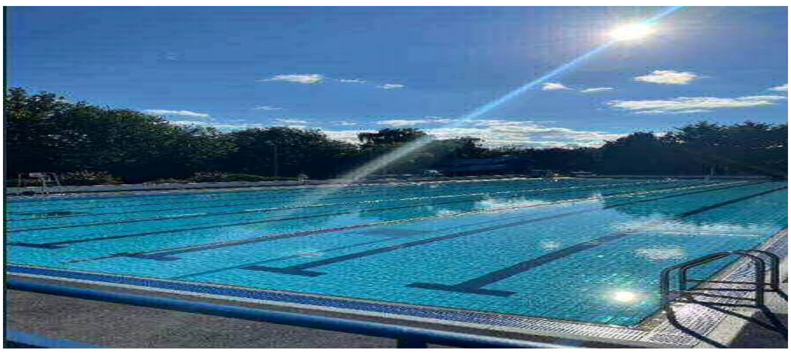
With indoor pools in 2022 now fully open we decided in discussion with our Leisure Operator (Parkwood Leisure) to choose to open the pool over the Easter Bank Holiday with cold water swimming sessions starting on the 17th April 2022 in a very similar way to 2021. With the pool heated to around 16 degrees centigrade the sessions attracted the more determined of swimmers with most opting to swim in wetsuits. Cold water swimming sessions ceased on the 30th of April where more heat was introduced to the pool to encourage more participation

The water temperature increase was phased and commenced at 22 degrees centigrade encouraging lane swimming, club swimming and some public swim sessions. The water temperature then increased gradually during the season based on expected demand for the timetabled sessions on offer.

1.2 During the 2022 season the programme on offer was back to the pre COVID style programme. The summer season was particularly busy and flexibility to the programme was required to facilitate the often-high number of people wishing to attend during peak times. Programming previously was for two public swimming sessions per day (morning and afternoon) however because of demand the programme was amended to a 2-hour swim time only so effectively increasing the number of sessions per day from 2 to 3. Whilst recognising there was a commercial benefit to this change in programming it did also allow more people to make use of the facility on the days when demand was at its highest. Programmed swim sessions that provided as part of the overall programme included: Public Swim Early Bird / Lane Swimming, General swim, Aqua Tots Fun Sessions, Lunchtime / Lane Swimming, Adult Only Sessions, Aquafit / Aqua Aerobics / Aqua Zumba, Swim Club Training (including Triathlon Clubs and Canoe Clubs). Unfortunately, the flume remained closed for this summer due to structural and safety concerns however these remedial works have now been completed and expectation is that the flume will be open again in 2023.

1.3 Overall swimming usage at the Outdoor Pool covering the same period had increased from 31,869 in 2021 to 42,103 in 2022. The detailed information is set out at appendix (a) however in summary there were a couple of key factors in determining the increase of almost 30% on the previous year. In 2021 covid restrictions were still in place and social distancing in leisure was still being observed and therefore the vast majority of swimming sessions were set up as lane swimming and primarily 'adult' sessions however, with restrictions easing in 2022 and more children and families being able to access the facility this has had a positive impact. Added to this the very hot weather experienced for many days across the summer this has also been a reason for the increase

1.4 Customer Comments relating to the Outdoor Pool are set out in appendix (b). This year there has been a wider range of comments on the whole.



2.0 Benchmarking

2.1 As part of the contract that the Council has in place with Parkwood Leisure for the management of Woodgreen Leisure Centre there are periodic opportunities for either the Authority or the Operator to trigger what is called an 'Income Benchmark'. These are typically after the initial 6-year contract period and periodically after this. There are a number of factors included in the triggering of the 'benchmarking' however it is primarily linked to the 'Leisure Operators Base Trading Account' (LOBTA) in effect being the income and expenditure that they were expecting to generate/spend as part of the contract over the initial 6 years. Within this there are other criteria to be met however this is the general understanding of how the contract works

2.2 Parkwood Leisure triggered the 'benchmark' clause to the District Council based on the rationale above and provided the Council with income and expenditure statements for review. As a District Council we then sought some consultant advice to ensure we fully understood the context and finances of the claim. Due to the covid pandemic the financial elements were less straight forward than it would have been if benchmarking had been for full years. Initially the financial claim from Parkwood for the next 6 years of the contract was to be a payment by the Authority to the Operator of £90,000 per annum, however after scrutiny of the finances this was reduced to £60,000 per annum still meaning that there would need to be some contractual mitigation to offset these costs.

2.3 Negotiations with Parkwood Leisure then followed to understand and agree mitigation to either reduce or completely offset these additional costs brought about by the 'benchmark' trigger. After much discussion there were a number of measures agreed between both parties which included elements such as insurance, pricing reviews, amendment to operating hours and more significantly the Authority taking on risk for some capital replacement items which would ordinarily have fallen under the responsibility of Parkwood Leisure. In these instances, the risk relates to any replacement of the roof and roof coverings as well as funding structural works to the flume as noted earlier in the report.

3.0 Decarbonisation

3.1 In 2021 Cherwell District Council took its next steps in delivering against its net zero carbon promises across the District. As part of a new Central Government initiative, Councils were invited to submit robust funding applications to identify schemes that would support with the reduction of CO2 emissions and support sustainability projects across Council building assets.

The District Council were keen to secure funding for these projects in what was outlined as the 'Public Sector Decarbonisation Programme' and were successful in gaining £5,151,096.74m in investment which was to be distributed between the Leisure Centre assets and other CDC buildings.

It has long been identified that a significant proportion of the CO2 emissions of the Council are being derived from the Leisure Centre buildings and whilst there have been previous investments through solar panels, insulation work and pool covers there was more work to be done. Woodgreen Leisure already has a large array of solar panels which help to generate electricity to both the swimming pool plant rooms as well as the indoor facility so has made strides in this area.

At the other Leisure Centres across the District Air Source Heat Pumps have been installed however due to the more inconsistent nature of the hot water demands these were not seen as a viable option for Woodgreen and therefore attention turned to the installation of a solar thermal heating system which was designed to not only look to meet the demands of heating the Outdoor Pool with some gas reserve but also re-direct any over production of energy into the heating system of the main part of the building through the radiators. LED lighting was also installed as part of the scheme. The Council is currently monitoring the effectiveness of this technology in terms of its reliance on fossil fuels

4.0 Utilities

4.1 As you will be aware the rising costs of utilities have put resources under pressure across the country in particular when relating to leisure provision and even more so through the heating of an outdoor swimming pool. Through the contract this would have been a significant impact for Parkwood Leisure as the Operator (although recognising that some of this may have been dealt with through the benchmarking process mentioned earlier), however because of the commitment to the decarbonisation programme referred to at 3.0 the funding approval was subject to the Council taking on responsibility for the utility costs directly.

4.2 Parkwood and the Council negotiated a reduction in the management fee to offset some of these costs based on what Parkwood’s costs would have been on their procured rate however because of the rising prices there was always going to be a position where the risk would now sit with the Council. As mentioned above the solar thermal arrays and LED lighting may help offset some of this however with the more inconsistent nature of heating outdoor water space this will fluctuate dependent on external factors such as weather

5.0 Future Improvements/Capital Investment

5.1 In regard to future improvements and developments at the outdoor pool (aside to the decarbonisation programme), the District Council has recently agreed the installation of 2 new swimming pool covers being funded through the capital project programme at a cost of circa £58,000. These are intending to be installed in the next couple of months ahead of the new season opening in April. The intention is that these covers will help reduce the overnight heat loss to the pool, again with the intention of reducing the draw on gas to heat the pool to a suitable temperature in the morning. The covers also act as a buffer for any debris being blown into the pool overnight reducing any clean up times in the morning prior to opening. The 2 covers are 50m x 9m each situated at opposite ends of the pool and installed with wind wires to reduce the likelihood of movement in more inclement weather. As part of the procurement process for this installation officers of the District Council and Parkwood Leisure undertook references. The photo below is of Sandford Lido in Cheltenham showing the same/very similar installation to that which will take place at Woodgreen

.

5.2 Recognising that both the Outdoor Pool and Dryside areas have had refurbishment programmes in recent years there is a desire now to improve the changing facilities in the wetside area. The intention is to commence a programme of improvement works either prior to opening for the new season or more likely now in September/October ready for 2024

Banbury Town Council

ENVIRONMENTAL, HEALTH AND SAFETY POLICY STATEMENT

The management of Banbury Town Council operates an integrated environmental, health and safety management system, which is geared towards the identification and control of key processes in our organisation. It is also our intention to encompass environmental, health and safety best practice into our business activities and decisions and to:

- bring this Policy Statement to the attention of all stakeholders
- carry out regular audits of our environmental, health and safety management systems
- comply with legislation, guidance and approved codes of practice issued at International, National and Local levels
- eliminate risks to the environment, health and safety, where possible, through selection and design of materials, buildings, facilities, equipment and processes
- ensure that emergency procedures are in place at all locations for dealing with foreseeable environmental, health and safety incidents
- establish meaningful, measurable targets and goals for environmental, health and safety performance
- maintain an open and constructive dialogue on environmental, health and safety issues with our employees, contractors, suppliers, customers and regulatory authorities
- maintain our premises, provide and maintain safe plant and equipment
- minimise waste and increase recycling within the framework of our waste management procedures
- only engage contractors who are able to demonstrate due regard to environmental, health and safety law
- prevent pollution to land, air and water
- promote environmentally responsible purchasing
- provide adequate resources to control the environmental, health and safety risks arising from our work activities
- raise awareness, encourage participation and train employees in environmental, health and safety matters
- reduce the use of water, energy and any other natural resources
- seek opportunities to continuously improve our ability to identify measure and control the environmental, health and safety impacts of our activities
- where risks cannot be eliminated they will be minimised by substitution, use of physical controls or, as a last resort, through safe systems of work

This Policy will be reviewed at least annually and revised as necessary to reflect changes to the business activities and any changes to legislation. Any changes to the Policy will be brought to the attention of all stakeholders.

Signed: **Dated:**

Position: **Town Clerk**

ellis whittam
Employment Law / HR / Health & Safety