

**MINUTES OF THE GREENING OF THE BOROUGH WORKING GROUP**  
**HELD 17 FEBRUARY 2015**

**IN ATTENDANCE:**

Members

D M Carter (Chair)  
 J W Boyce  
 F S Broadley  
 Mrs H E Loydall  
 Mrs S A Dickinson

Officers:

Carolyn Holmes- Country Parks & Environment Manager (CH)  
 Brian Kew - Operations Manager (BK)

Min Ref	Narrative	Officer Resp
<b>23.</b>	<p><b><u>APOLOGIES</u></b>            Anne Court – Director of Services (AC)            Councillor Mrs L M Broadley</p>	
<b>24.</b>	<p><b><u>MINUTES</u></b>             Minutes of Previous Meeting on 18 December 2014 were agreed and signed as an accurate record of that meeting.</p>	
<b>25</b>	<p><b><u>MATTERS ARISING FROM PREVIOUS MINUTES</u></b>             Paragraph 5 - Greening of the Borough Action Plan            CH confirmed all amends to the public version of the Greening the Borough strategy summary were made.   <u>Grass Verges.</u> Feedback from AC in her absence: Blaby have confirmed that county have given them OWBC cutting but only for 5 cuts. To maintain 7 we will have to pay Blaby. They will do the extra, on a buy one get one free basis, so we get 7 for the price of 6. It is thought to be £1500 -£2500 per cut. The group were asked to consider a way forward and recommendations for further committee.            Cllr Boyce flagged that extra budgets for cuts had been identified. BK advised Mark Hall had met with Chris</p>	AC/BK

<p>Raymakers re budgets and he was unclear if this was available. Cllr Boyce asked that this be reviewed and actioned as needed by Management Team.</p> <p>Cllr Loydall raised the issue that many verges are deteriorating in quality as more cars park on residential street verges. She asked officers work with LCC Highways to establish a longer term vision. Discussion covered replacing verges with other materials(eg tarmac); managing areas for wild flowers; reducing area cuts to just 1m strips; and also looking at geotextile solutions to allow parking with less damage. CH advised against replacing verges with hard landscaping as the Borough has a rainwater flood risk issue.</p> <p>It was requested a plan be put together for consideration in the future as this is a longer term issue for Greening the Borough. Consideration should be given to physical changes and reducing the length of verge needing maintaining.</p>	<p>BK/AC</p>
<p><u>Improving the Gateways and Main Thoroughfares of the Borough - Wakes Road Roundabout:</u> CH still pursuing this with LCC highways, with the support of Stepping Stones. Despite various discussions and emails, no responses received. Following the November meeting Cllr Loydall raised it directly with LCC and it was hoped this had progressed. The Lions have expressed interest in assisting with costs. Cllr Loydall agreed to approach Phil Crowson directly. CH to follow up as needed</p>	<p>CH</p>
<p><u>Access to Parklands from Wigston Road -</u> Members asked for an update on the creation of a footpath to Parklands Leisure Centre. BK reported that issues of lighting were being looked at. No further information was available at the meeting. Members asked if the consultation had taken place. It was agreed an update would be added to the minutes.</p>	<p>AC</p>
<p><u>Volunteering Update</u> - : A discussion arose around volunteer recognition. It was agreed that a celebration of volunteering in National Volunteers Week (volunteer fair and garden party) was a way forward. Discussion also considered the Neil Mason award that used to be given and perhaps linking this to the Awards events (sport and mayor awards). CH to prepare a paper for a future meeting</p>	<p>CH</p>
<p><u>Greening of the borough major projects update :-</u></p> <p><b>Pochins Bridge/Ervin's Lock</b> : CH confirmed Chris Forrett had advised 106 money from Hallam had been</p>	<p>AC</p>

	<p>spent. Margaret Smith is leading on Ervins Lock. Members requested an update for a future meeting.</p> <p><b>Crow Mills:</b> Led by Margaret Smith. No update available. Members requested an update for a future meeting</p>	
26.	<p><b>GREENING OF THE BOROUGH MAJOR PROJECTS REPORT – AGENDA ITEM 4</b></p> <p><b>Environment Strategy:</b> Members advised this should be kept for bidding purposes, but acknowledge it has been superseded by Greening the Borough. It was agreed this would not be re-written, but references to LAA’s which are now defunct be removed.</p> <p><b>Social media:</b> Cllr Boyce voiced caution on taking this forward. CH advised that Facebook is little work and has been bringing bookings and commercial activity to the site.</p> <p><b>Clifton Bridge:</b> CH advised that legal have approached adjoining farm for permissive access. No outcome is likely to be secured from Railtrack.</p> <p><b>Fludes Lane:</b> Trent River Trust has completed the report and are still progressing discussions with Severn Trent Water over the sewage pipe. They are also trying to get Environment Agency on board linking to the Soar Catchment Partnership programme. This may lead to projects that address water capacity in the Washbrook and biodiversity.</p> <p><b>Land at Oadby Grange:</b> Tree survey results for the additional woodland on Fludes Lane and plans for site now received. Meeting of officers that day for feeding data to Place Shaping. BK team to assess for wider maintenance costs for the whole site. Cllr Boyce fed back discussions from Place Shaping about options requested so the GtBWG aware.</p> <p><b>Brocks Hill Updates:</b> Discussions focussed on: <b>Trees from Town Centres</b> now at BH. Cllr Loydall requested trees for <b>Holmdon Ave</b>, following residents consultation. It was agreed the current trees moved to BH would stay, but BK to supply the six smaller containers and arrange soil from the BH store and trees from the Tree Nursery to be used for this. Liaison with Cllr Loydall will arrange locations</p> <p><b>Garden Party</b> June 7th: CH explained the event idea and link to launching the Amphitheatre. Cllr Boyce asked for a breakdown on how the <b>Edith Murphy Foundation</b> has been spent and why this was not a full cost recovery grant. CH explained this was a step-change donation from the charitable Trust to allow</p>	<p>CH</p> <p>BK/CH</p> <p>BK</p> <p>CH/AC</p>



	<p>which referenced the idea of removing the planting boxes from Gateway Signs and having a board indicating the awards achieved. Discussion ensued around having shrub based planting, different approaches to gateways so there is a clear demarcation of entering the Borough, and identifying those that are priorities. BK/CH advised since the report brought to a previous meeting they had found Margaret Smith has reviewed some gateways as part of a condition assessment project. Members asked for a plan to go forward. In summary members wish for refurbishment if needed some areas; a positive statements, some planted, others not and a recognition of achievements, with a visual impact.</p> <p><b>Clean and Green data:</b> Customer Contact Centre emails reports some areas of Oadby that are an issue but there is no clear locations. Cllr Boyce asked that these be followed up from the correspondent.</p> <p>Environmental Health are involved over the A6 BP garage issue of litter from staff.</p> <p>Dog fouling was discussed as an increasing issue from residents. Members requested that Corporate Enforcement prepare a paper on the way forward over coming months and how Fixed Penalty Notices might be used. CH advised this was discussed at a recent Corporate Enforcement Meeting (but she had not been able to attend) and that lessons learnt regarding signage used at BH and the code of conduct had been shared. Clean and Green have also been passed details of the sticker notices added to BH dog litter bins. CH advised a request had been made to identify officers for training. It was requested the paper went to PFD accordingly from Corporate Enforcement staff.</p>	<p>AC/CH/BK with relevant officers</p> <p>BK</p> <p>CH to advise Corporate Enforcement of this request</p>
<p>27</p>	<p><b><u>Volunteering Update - AGENDA ITEM 5</u></b></p> <p>Volunteering hours were reported as a positive story and contribution to improvements in the Borough. Links to the future Youth Council day at BH were highlighted, following past discussion at GtBWG.</p> <p>It was flagged the edited policy and procedure, will be passed to a future PFD, following work with the HR team to align this document to the work experience policy and procedure.</p>	<p>AC/CH</p>
<p>28</p>	<p><b><u>Volunteering Update - AGENDA ITEM 5a</u></b></p> <p>Cllr Carter tabled the paper prepared about a potential Greening the Borough Project to develop volunteering across the priority biodiversity sites identified for GtB delivery across all communities within the Council. A key feature of the project will be to train volunteers and establish sustainable community groups to assist with management of these sites (eg Friends Groups that could</p>	

<p>fundraise for resources towards these site's management). The project looks to broaden the scope to attract young people (current volunteers at BH mainly retired) and could link to working with partners with similar objectives. Cllr Carter flagged the end of the fixed term contract of the current Assistant Ranger post on April 5<sup>th</sup>.</p> <p>Members felt the proposal was positive and had a full discussion around the proposal.</p> <p>It was agreed it could be reworked to be a 2 year project with potential for a third year.</p> <p>It was suggested a future bid needs greater clarity as to why this is a full time post.</p> <p>It was requested this post be lead for all volunteers in the Council and be entitled volunteer co-ordinator. CH explained this is contrary to the revised policy and procedure and that between Corporate Resources and CH as strategic lead this is now covered. CH advised this would be a post that links across departments working more with Communities clients and other agencies with shared objectives. It was agreed the post and project title would be reviewed in future proposals.</p> <p>With regard to the budget Cllr Boyce asked this be fully reworked with on-costs, management support costs and a full cost recovery programme. CH advised currently OWBC do not have a desk charge but this has been being discussed with finance in light of other bids. Many funders no longer fund establishment post support costs. (it is now the case this is the offering of matched funding). The budget will be fully reworked and bid revisited based on this approach.</p> <p>Cllr Boyce advised the vehicle should be a vehicle with tail lift and suggested contacting Heatons. A second hand vehicle was advised. CH explained the vehicle selected was due to the need to be able to travel "off-road" eg Clifton Bridge and also a minibus had not been selected due to the need to retrain staff and also the costs of maintaining and servicing. Leasing had been ruled out as too costly. Second hand vehicles offers a saving on the proposed costs of £6,000 but suitable vehicles as recommended by the BH staff are hard to find. The vehicle assessment had been based on staff experience of transporting conservation tools and the different needs from the type of use by Clean and Green. Maintenance costs had come from the Fleet Manager during a meeting with finance and Clean and Green, based on all of their experience.</p> <p>It was requested that this proposal be worked on further. Members recommended that the current Assistant Ranger post be extended by 6 months.</p>	<p>CH</p>
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	<p>This would allow CH and staff to work on a fuller bid and source external funding from possible partners. It would then be considered for contributions from reserves for a two year project.</p> <p>CH explained a major issue is that without a contribution from the Borough most funders will not consider supporting a bid. Initial links had been made to Edith Murphy Trust. CH advised proposals to support the post via Public Health projects; fundraising by the Friends of Brocks Hill and links to discussions over commuted sums had all been made to try and bring in external funding to support this post.</p> <p>Members felt that requests like this should not come to Members at short notice. CH clarified the position of funding for this post had only become apparent in the autumn and the initial proposal for the project was passed to Management Team on the 6<sup>th</sup> December. (after the last meeting). It was then recommended that the project was brought to GtBWG.</p>	
<b>29</b>	<p><b><u>ANY OTHER BUSINESS –Agenda Item 6</u></b> none</p>	
<b>30</b>	<p><b><u>DATE OF NEXT MEETING</u></b> TBC once the schedule for 2015/16 is set.</p>	

### **Updates from officers as requested for inclusion in the minutes:-**

Grass Verges –When emailed information was sent for the meeting, no information was at hand as AC was away from the office. Now a review of documentation is available from meetings it has been confirmed as £4500 but OWBC.

SMT have checked the budgets and there is no budget for extra verge cuts. Funding for these two additional cuts (on a buy one get one free) has still to be identified.

Access to Parklands from Wigston Road – a specification for quotation has been drawn up for the ground works. Advice on lighting awaited therefore consultation has not taken place. Likely that consultation will take place in May.

Ervins Lock – a brief has been put together for the Regeneration consultant to take on project management, this is due to the complexity of the project . Will be commencing work in April

Crow Mills – re-roofing of the picnic shelter is being quoted for

Cafe – specification for procurement exercise is currently being looked at to go out in June.