

Report To:	CABINET
Date:	19TH FEBRUARY 2024
Heading:	POLICY UPDATES FOR MARKETS AND EVENTS, AND OUTDOOR SPORTS
Executive Lead Member:	CLLR MATTHEW RELF - EXECUTIVE LEAD MEMBER FOR GROWTH, REGENERATION AND LOCAL PLANNING CLLR CHRISTOPHER HUSKINSON - EXECUTIVE LEAD MEMBER FOR LEISURE, HEALTH AND WELLBEING
Ward/s:	ALL WARDS
Key Decision:	NO
Subject to Call-In:	YES

Purpose of Report

To seek approval for the new Markets Fees and Charges Policy and approval for changes to the Outdoor Sports Booking Policy.

Recommendation(s)

1. To agree to the new Markets Fees and Charges Policy.
2. To agree to amendments to the Outdoor Sports Booking Policy.

Reasons for Recommendation(s)

Markets Fees and Charging Policy

An audit review recommended that whilst the Council had an agreed scheme of delegation with regards to amending fees and charges, a clearly defined policy defining how and where these can be changed, would strengthen accountability.

A new policy has been developed which provides clarity in this area, with the Finance Section and a Senior Officer required to review proposals to vary fees and charges.

Outdoor Sports Booking Policy

Some minor amendments have been made to the policy regarding responsibility for damage to Council assets and information has been provided about defibrillators.

Defibrillators have now been installed where there is formal sports provision. The units are provided to assist a first responder attending a person suffering a cardiac arrest. They are fully automatic, easy to use and cannot do any harm to an unconscious casualty by using one.

The Outdoor Sports Bookings Policy has been amended to ensure individuals and clubs are aware of this provision; the location of the unit and how to use it in the event of an emergency.

The changes to this policy are shown highlighted in yellow in the appendix.

Alternative Options Considered

Not to approve provision of the Markets Fees and Charges Policy (**Not Recommended**). Fees and charges are set at Cabinet each year; the new policy streamlines the scheme of delegation and authorisation.

Not to approve changes to the Outdoor Sports Booking Policy (**Not Recommended**). Amendments are required to ensure clarity and responsibility when damage is caused to Council assets. Anyone booking the Council's outdoor sports facilities has a responsibility to ensure that they know where defibrillator units are placed and how to use them in an emergency.

Detailed Information

Markets Fees and Charges Policy

A scheme of delegation allowing the Markets Retail Manager to amend fees and charges was introduced in September 2018 following the completion of the Indoor Market refurbishment. This ensured that licence fees were in line with commercial valuations and matched retail competitors, giving the Markets Retail Manager the flexibility to offer competitive rents to increase occupancy of the market which had been very low at c.50%.

In 2023 a scheme of delegation was agreed for the Markets Retail Manager and other officers to review and vary fees, charges and licences for the indoor and outdoor markets, funfairs, and events.

A policy has now been developed which provides clarity and ensures that any proposed variations are reviewed by the Finance Section and a Senior Manager.

Outdoor Sports Booking Policy

The Coroner wrote to the Council requesting that defibrillators be installed at all sports sites following a tragic incident in Nottinghamshire. Work to install additional defibrillators has now been completed with units installed at a further eight sites. All sites where the Council provides formal outdoor sports as well as the main parks now have a unit.

Defibrillators are life saving devices that restore a normal heartbeat by sending an electric pulse or shock to the heart. If a defibrillator is used within the first minute, the survival rate can be as high as 90%. If it is used within the first 3 to 5 minutes, the likelihood of survival is around 74% showing that having a defibrillator on site can save lives.

The defibrillators are in a locked box that needs a key code to open. To access the unit, the first responder dials 999 and the ambulance service will provide the code. This means that emergency first aid can start whilst the ambulance is on its way. The units are fully automatic and will talk the user through the process – they will not shock a casualty if a shock is not required.

Signage is being installed in each area, and to help support sports clubs, Leon’s Legacy <https://www.leonslegacy.co.uk> offer free training.

Minor amendments have been made to the policy to ensure there is responsibility for damage to Council assets. There have been recent incidents where clubs have left changing rooms open during their session and damage has been caused by individuals not connected to the club.

Proposed amendments to the policy are highlighted in yellow in the appendix.

Implications

Corporate Plan:

The new and updated policies support the Economic Growth and Place and Health and Happiness priorities.

Legal:

There are no significant legal issues identified in the report. Approval of a policy to support the Scheme of Delegation is a prudent approach. [RLD 29/01/2024]

Finance:

Budget Area	Implication
General Fund – Revenue Budget	Ongoing costs for the units are for replacement batteries and pads - approximately £200 per unit. The life of an AED depends upon its usage but averages between 10-15 years
General Fund – Capital Programme	N/A
Housing Revenue Account – Revenue Budget	N/A
Housing Revenue Account – Capital Programme	N/A

Risk:

Risk	Mitigation
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None identified.	
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Human Resources:

No HR issues identified.

Environmental/Sustainability:

The defibrillator units and batteries can be recycled.

Equalities:

No equalities issues identified.

Other Implications:

None Identified

Reason(s) for Urgency

Not applicable

Reason(s) for Exemption

Not applicable

Background Papers

Not applicable.

Report Author and Contact Officer

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