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Date: 18<sup>th</sup> January 2026

If calling please ask for: Democratic Services

Dear Sir/Madam,

An additional meeting of the **Environment and Leisure Overview and Scrutiny Panel** will be held in the Council Chamber, Town Hall, Nuneaton on **Thursday, 26<sup>th</sup> March 2026** at **6.00 p.m.**

Yours faithfully,

Tom Shardlow

Chief Executive

To: All Members of the Environment  
and Leisure Overview and Scrutiny  
Panel

Councillors J. Sheppard (Chair), M. Walsh (Vice-  
Chair), J. Collett, J. Gutteridge, S. Markham,  
C. Phillips, R. Roze, C. Smith, B. Saru and Mr J.  
Healy

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The Council is committed to providing a safe and respectful environment for our employees, customers and elected members. As such, please be advised that any form of abuse, aggression, or disrespectful behaviour towards our team will not be tolerated under any circumstances.

## AGENDA

### PART 1 – PUBLIC BUSINESS

#### 1. EVACUATION PROCEDURE

A fire drill is not expected, so if the alarm sounds please evacuate the building quickly and calmly. Exit by the door by which you entered the room or by the fire exits which are clearly indicated by the standard green fire exit signs.

Please use the stairs and do not use the lifts. Once out of the building, please gather outside Lloyds Bank on the opposite side of the road.

If you need any assistance in evacuating the building, please make yourself known to a member of staff.

Please also make sure all your mobile phones are turned off or set to silent.

#### 2. APOLOGIES - To receive apologies for absence from the meeting.

#### 3. MINUTES - To confirm the minutes of the meeting of the Environment and Leisure OSP held on 5<sup>th</sup> February 2026 (**Page 7**).

#### 4. DECLARATIONS OF INTEREST/PARTY WHIP - To receive declarations of Disclosable Pecuniary and Other interests in accordance with the Members' Code of Conduct and of the Party Whip in accordance with the Overview and Scrutiny Procedure Rules 4E, Paragraph 16(b).

Declaring interests at meetings

If there is any item of business to be discussed at the meeting in which you have a disclosable pecuniary interest or non-pecuniary interest (Other Interests), you must declare the interest appropriately at the start of the meeting or as soon as you become aware that you have an interest.

Arrangements have been made so that interests that are declared regularly by members can be viewed in a schedule on the Council website ([Councillor Declarations of Interests](#)) Any interest noted in the schedule on the website will be deemed to have been declared and will be minuted as such by the Democratic Services Officer. As a general rule, there will, therefore, be no need for those Members to declare those interests as set out in the schedule.

There are, however, TWO EXCEPTIONS to the general rule:

1. When the interest amounts to a Disclosable Pecuniary Interest that is engaged in connection with any item on the agenda and the member feels that the interest is such that they must leave the room. Prior to leaving the room, the member must inform the meeting that they are doing so, to ensure that it is recorded in the minutes.

2. Where a dispensation has been granted to vote and/or speak on an item where there is a Disclosable Pecuniary Interest, but it is not referred to in the Schedule (where for example, the dispensation was granted by the Monitoring Officer immediately prior to the meeting). The existence and nature of the dispensation needs to be recorded in the minutes and will, therefore, have to be disclosed at an appropriate time to the meeting.

Note: Following the adoption of the new Code of Conduct, Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent).

If that interest is a Disclosable Pecuniary or a Deemed Disclosable Pecuniary Interest, the Member must withdraw from the room.

Where a Member has a Disclosable Pecuniary Interest but has received a dispensation from Audit & Standards Committee, that Member may vote and/or speak on the matter (as the case may be) and must disclose the existence of the dispensation and any restrictions placed on it at the time the interest is declared.

Where a Member has a Deemed Disclosable Interest as defined in the Code of Conduct, the Member may address the meeting as a member of the public as set out in the Code.

Note: Council Procedure Rules require Members with Disclosable Pecuniary Interests to withdraw from the meeting unless a dispensation allows them to remain to vote and/or speak on the business giving rise to the interest.

Where a Member has a Deemed Disclosable Interest, the Council's Code of Conduct permits public speaking on the item, after which the Member is required by Council Procedure Rules to withdraw from the meeting.

5. PUBLIC CONSULTATION - Members of the Public will be given the opportunity to speak on specific agenda items if notice has been received.

Members of the public will be given three minutes to speak on a particular item and this is strictly timed. The chair will inform all public speakers that: their comments must be limited to addressing issues raised in the agenda item under consideration: and that any departure from the item will not be tolerated.

The chair may interrupt the speaker if they start discussing other matters which are not related to the item, or the speaker uses threatening or inappropriate language towards Councillors or officers and if after a warning issued by the chair, the speaker persists, they will be asked to stop speaking by the chair. The chair will advise the speaker that, having ignored the warning, the speaker's opportunity to speak to the current or other items on the agenda may not be allowed. In this eventuality, the chair has discretion to exclude the speaker from speaking further on the item under consideration or other items of the agenda.

6. QUESTIONS TO CABINET – In accordance with Overview & Scrutiny Procedure Rule 4.E.8 c) 20 minutes shall be set aside for questions to a member of the Cabinet from the Panel in relation to matters in respect of which the Panel has powers or duties.
7. LAWN BURIAL PROVISION a report of the Assistant Director – Recreation and Culture attached (**Page 13**)
8. ACCESS TO OPEN WATER – SEA CADETS a report of the Assistant Director – Recreation and Culture attached (**Page 27**)
9. GROUNDS MAINTENANCE CONTRACT PROCUREMENT WORKING GROUP RECOMMENDATIONS a report of the Assistant Director – Recreation and Culture attached (**Page 58**)
10. FORWARD PLAN – attached for information (**Page 66**).
11. WORK PROGRAMME 2025/26 – for approval, attached (**Page 76**).
12. ANY OTHER ITEMS which in the opinion of the Chair of the meeting should be

considered as a matter of urgency because of special circumstances (which must be specified).

**THIS PAGE IS FOR INFORMATION ONLY**

**Nuneaton and Bedworth Borough Council  
Corporate Plan  
Building Communities 2025 – 2029  
*United in Achievement.***

**Theme 1: Place and Prosperity**

**Strategic Aims:**

1. Regenerate Nuneaton Town Centre; completing the Transforming Nuneaton Programme.
2. Establish an increased number of residential properties within the Town Centres
3. Help local businesses thrive, support new business incubation and reduce the number of vacant units.
4. Continue to promote and enable events across the Borough.
5. Continue to develop and help our markets to thrive.
6. Work with the business community to strengthen business in the whole Borough
7. Deliver a regeneration plan for Bedworth Town Centre.
8. Promote, and support our Town Centre economies.

**Theme 2: Housing, Health and Communities**

**Strategic Aims:**

1. Deliver the construction and opening of the Bedworth Physical Activity Hub (BPAH).
2. Focus on awareness and promotion of support services for mental health and wellbeing.
3. Facilitate warm, safe, sustainable and affordable housing.
4. Work with public health colleagues and partners to address community inequalities.
5. Promote active travel across the Borough.
6. Extend the housing home building programme to provide more Council homes.
7. Work with partners to prioritise community safety and empowerment.

**Theme 3: Green Spaces and Environment**

**Strategic Aims:**

1. Review the grounds maintenance contract for the Borough.
2. Celebrate the heritage within our green spaces, including museums, George Eliot and local industry.
3. Decarbonise our housing stock and promote the decarbonisation of homes in the private sector.
4. Support our residents to recycle more of their household waste.
5. Promote and develop play area facilities in line with the Parks and Green Space Strategy.
6. Reduce the carbon footprint of the Pingles Leisure Centre by 2026.
7. Establish a Climate Change Strategy and Delivery Plan by 2026.
8. Work with partners to improve air quality across the Borough.
9. Explore opportunities to promote, protect and enhance biodiversity in the borough.

## **Theme 4: Your Council**

### **Strategic Aims:**

1. Conduct a Local Government Association Peer Review by 2026.
2. Increase the level of resident engagement and consultation.
3. Deliver a refreshed Council change plan to modernise services.
4. Focus on civic pride, celebrating rich heritage and diverse communities.
5. Deliver continued forward financial planning to safeguard the finances of the Council.
6. Set ambitious and challenging budgets, to ensure taxpayers money is respected, and high-quality services are delivered.
7. Deliver a modern organisation with agile and effective structure that meet the needs of residents.
8. Strive for transparency and accountability in all that we do. Increase public scrutiny

**NUNEATON AND BEDWORTH BOROUGH COUNCIL**

**ENVIRONMENT AND LEISURE OVERVIEW  
AND SCRUTINY PANEL**

**5<sup>th</sup> February 2026**

A meeting of the Environment and Leisure Overview and Scrutiny Panel was held on Thursday, 5<sup>th</sup> February 2026 in the Council Chamber, Town Hall Nuneaton.

**Present**

Councillor J. Sheppard (Chair)

Councillors: J. Collett, J. Gutteridge, S. Markham, B. Saru, C. Smith, R. Roze, and M. Walsh (Vice-Chair)

Apologies: Councillor C. Phillips

The Chair welcomed the new co-opted member - Mr Jon Healy to the panel and the new Depot and Transport Manager – Stacey Vail

**PART I – PUBLIC BUSINESS**

EL23 **Minutes**

**RESOLVED** that

- a) the minutes of the Environment and Leisure OSP meeting held on 16<sup>th</sup> October 2025 be approved and signed by the Chair; and
- b) the minutes of the Extraordinary Environment and Leisure OSP meeting held on 4<sup>th</sup> December 2025 be approved and signed by the Chair.

EL24 **Declarations of Interest**

**RESOLVED** that the declarations of interest are as set out in the Schedule available to view on the website.

EL25 **Questions to Cabinet**

The Portfolio Holders were not in attendance, but the following questions were asked in their absence. These questions were circulated to the Portfolio Holders for response, and the answers are included below.

**Councillor J. Collett asked the following question to the Cabinet Member for Public Services and Communities:**

A couple of residents within my ward have both raised the fact that there's an extremely large amount of litter off the A-444 on both sides between the College Street roundabout and the George Elliott Hospital roundabout.

It's the main entrance into Nuneaton, so it's creating an appalling impression of our town. I just wondered if something could be actioned to deal with it, and if we could be updated on that.

**Portfolio Holder for Public Services and Communities, Councillor K. Price, gave the following written response:**

Monday 9<sup>th</sup> Feb - we had services on the section of A444 from Ricoh Arena up to the M6 junction undertaking litter picks and sweeping activities. The feedback was that the significant litter issues will likely see us return again to carry out a further cleanse in March/April

Tuesday 10<sup>th</sup> Feb – we had services working on Woodland Lane and Bedworth Lane to litter pick and sweep verges etc. This included the clearance of two large fly tips that occurred last week on Bedworth Lane which are being investigated and leads being chased currently.

Wednesday 11<sup>th</sup> Feb - our planned works on the Bedworth Bypass section were cancelled by the Highways team at county last week.

Thursday 12<sup>th</sup> Feb – we will have litter picks and cleansing work being undertaken along the Griff Way section of the A444 from Bermuda roundabout to Chilvers Coton roundabout.

Friday 13<sup>th</sup> Feb – we will have litter picks and cleansing work being undertaken along Pickard's Way.

We have had some issues getting access onto the A444 this year, and encountered issues trying to get all this work booked in. With the Bedworth Bypass section still needing works scheduling we are pushing for a March date to undertake this work asap (existing works in Feb is why we can't do it now apparently).

**Councillor J. Gutteridge asked the following question to the Cabinet Member for Leisure and Health:**

Can you tell me about Attleborough Cemetery? We've heard a lot about no flooding or flooding, but I believe in the last week that a friend of mine went to Attleborough Cemetery and it was flooded. So I was going to ask her about that. And also, I was going to ask her another question about the Bedworth Physical Activity Hub of, but hopefully she will attend the next, meeting out of courtesy. Thank you.

**The Portfolio Holder for Leisure and Health, Councillor B. Hughes gave the following written response:**

Dear Cllr Gutteridge,

Whilst works have been carried out at the cemeteries across the borough, several MET office reports have stated clearly over the last week that rainfall has been at record levels which has led to ground saturation, not just burial sites, but also recreation areas. Just for clarification – I was particularly unwell on the day of the OSP. As you will be aware – it is not compulsory to attend the OSP, however my record of attendance at others has been consistent despite the demands of a cabinet portfolio and my ongoing full time caring duties to my 95-year-old father-in-law, who also had to be rushed to A&E with a suspected stroke. I find it extremely disappointing that my absence was characterised in a way that implied lack of commitment. While robust debate is healthy, personal insinuations are

neither constructive nor helpful to the work of the council, I would therefore ask that future contributions reflect that standard.

**Councillor M. Walsh asked the following question to the Cabinet Member for Leisure and Health:**

I had a question for Councillor Hughes with regards to cemeteries; a resident raised the concern about the Marston Lane cemetery where traffic is concerning and made a suggestion that a one way system be put in place so that vehicles don't have to pass each other in opposite directions and going on to the verges etc and causing issues. I have raised that already and so I was wondering if there is an answer for from that.

**The Portfolio Holder for Leisure and Health, Councillor B. Hughes gave the following written response:**

Thank you, Cllr Walsh.

The officers are indeed looking into a one-way system and are currently obtaining the necessary costings for signage and markings.

I will keep you informed of progress.

**EL26 Integrated Performance Report – Quarter Two 2025/26**

A report of the Risk Management and Performance Officer. The Panel were presented with a report which seeks to provide appropriate performance measures, budget information and risk data for service areas within the scope of the Panel. The report has been adapted to reduce the volume of data (as previously reported under the former scrutiny panel arrangements), whilst still providing the Panel with sufficient information to monitor results to address issues arising.

The following points were raised:

- A panel queried that the amount of Member Enquiry Forms (MEF) was declining across the board and why this might be. The Risk Management and Performance Officer advised that members are using the correct designated forms e.g. a housing query will use the housing form rather than the MEF form hence the reduction in MEF
- A panel member queried that Housing, Leisure and Culture take up two thirds of the total MEF, are the other areas evenly spread. The Risk Management and Performance Officer advised that the remaining is evenly spread between departments.
- A panel member queried if the Grounds Maintenance data was coming direct from the contractor. The Risk Management and Performance Officer advised that this is the case.

**RESOLVED** that the report be noted

## EL27 Tree Strategy

The Assistant Director – Recreation and Culture presented the report and strategy to the panel for consideration.

The following the points were raised:

- A panel member queried what was the thinking behind risks to a property or the defined target and how it was going to be reflected in the strategy. The Assistant Director (AD) – Recreation and Culture responded that the risk is based on solely the officer who has commenced and reviewed that based on health and safety and risk taking into consideration location, footfall, proximity to areas where potentially children are playing or school routes, or where there's a high volume of people where it increases the risk versus the end of a cul-de-sac where there's a large green space that is limited access that would be taken into that likelihood and risk and severity everything would be considered on a risk basis depending on proximity.
- A panel member queried in respect of the targets and aims how is the success of the strategy going to be measured. The AD – Recreation and Culture advised that it would be measured from a surveying perspective to update our database on the trees, the condition of the trees and the proactive management of them.
- A panel member advised that they fully supported the policy to plant the right tree in the right place
- A panel member raised that there are trees planted in the wrong place and can cause issues with property. A resident had raised to the panel member that a tree was causing damage to the property and when the council was contacted, they were advised to 'prove it'. The emphasis should not be on the owners. The Strategic Director (SD) – Public Services advised that they are picking up legacy issues from 25/30years ago and they are being worked through with consideration given to the highest risk priority.
- A panel member queried if this strategy covers new builds. The SD – Public Services advised that the Tree Officer does have input into planning applications
- A panel member queried if there was an appropriate budget to carry out everything in the strategy. The SD – Public Services advised that by assessing and having the relevant data on the trees this will inform future budget allocation. The removal of trees is expensive and if possible be avoided.
- A panel member raised that how will it be differentiated between a self-seeded tree and a council planted tree. In addition, would the grounds maintenance team be removing self-seeded trees before it grows. The AD – Recreation and Culture advised that to differentiate will depend on the site of the tree. In respect of grounds maintenance this is being reviewed as part of the contract renewal.
- A panel member was concerned regarding the low priority of community work, the strategy states it will work with the community, but then it is listed as a low priority. There also needs to be a glossary of terms

**RESOLVED** that it be recommended to Cabinet to adopt the Tree Strategy with consideration given to the comments made

**EL28 Sub-regional Recycling Contract**

The Assistant Director – Environment and Enforcement gave a presentation to the panel on the recycling performance at Sherbourne Recycling facility.

The panel raised the following points:

- A panel member queried what metric 24.44% was, the AD – Environment and Enforcement advised it is the percentage collected.
- A panel member queried if we have any comparison data with other waste collecting authorities to assess our performance and in respect of engagement what messages are being promoted and how is the success being measured? The AD – Environment and Enforcement advised that currently key data is missing such as the residential demographic profile of each authority, an elderly couple produce different amount/type of waste than a young family and this all impacts the performance data. Stratford District Council have high performance but produce more waste than NBBC and has a different make up of properties. In addition, in the south of the county they have implemented the 1,2,3 scheme which encourages residents to use recycling but can present other challenges such as fly tipping, it is dependent on the policies and as a council what enforcement level is comfortable with elected members. In respect of messaging NBBC try to ensure there is an alignment with other authorities that use Sherbourne but also looking forward to food waste and how we promote that to set the residents up for success.
- A panel member queried if the council will be promoting education on the appropriate disposal of batteries. The AD – Environment and Enforcement advised that this has been part of discussions with the County Council as they are the waste disposal authority, it was explored to set up a separate curb side collection with a cage fitted to the side of vehicles to store them, this is challenging in terms of insurance and achievability but we are re-looking at it. The new Waste Engagement Officer will re-look at pushing the message again re: battery disposal.
- A panel member raised that it was good to see recycling in flats being explored. However, the composting schedule that was received by members via email does not have any reference to Nuneaton, can this be fed back to the County as there is one in Bedworth.

**RESOLVED** that the report be noted with consideration given the comments made by the panel

**EL29 Briefing Note - Domestic Food Waste Service**

The Neighbourhood Services Manager submitted a briefing note to the panel detailing updating on the food waste service due to be implemented this year.

The panel raised the following points:

- A panel member raised if the new vehicles with the changes are within budget. The Neighbourhood Services Manager advised that the vehicles are within budget as the changes are minor.
- A panel member queried if chemicals will be used in the cleaning of the vehicles. The Neighbourhood Services Manager advised that for regular cleaning it will be a mild detergent but an annual clean using chemicals would be completed by an external company.

- A panel member queried that with NBBC rolling out the service in October when the legislation comes into force in April 2026 would NBBC receive any penalties for this. The Neighbourhood Services Manager advised that there are no indications of penalties, only 50% of local authorities in the country will have the service rolled out by the deadline but conversations will be taking place with DEFRA regarding this.

**RESOLVED** that the briefing note be noted.

EL30 **Forward Plan**

The Forward Plan showing the key decisions that will be made in the four months commencing 1<sup>st</sup> February 2026 was provided to the Panel for information.

**RESOLVED** that the Forward Plan be noted.

EL31 **Work Programme**

The Panel were presented with the updated Work Programme for the municipal year 2025-2026.

The following comments were made:

- The panel raised that the reports for the additional OSP be submitted in plenty of time prior to the panel.
- A panel member raised that there is a lag with the Integrated Performance Reports for the time period in which the reports are produced to when they are received at OSP. It was requested that the meeting dates be reviewed to enable the panel to view the data in a timely manner.

**RESOLVED** that

a) the work programme be updated and approved; and

b) an additional Environment and Leisure OSP be held on 26<sup>th</sup> March 2026 to conclude the remaining business on the work programme.

EL32 **Any Other Items**

None

EL33 **Exclusion of Public and Press**

**RESOLVED** that under section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item, it being likely that there would be disclosure of exempt information of the description specified in paragraphs 3 of Part I of Schedule 12A to the Act.

EL34 **Annual Update – Everyone Active**

The annual update from Everyone Active was presented to the panel.

**RESOLVED** that the report be noted

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Chair

AGENDA ITEM NO. 7

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NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Environment and Leisure Overview and Scrutiny Panel

Date of Meeting: 26th March 2026

Subject: Lawn Burial Provision

Portfolio: Leisure and Health

Responsible Officers: Assistant Director Recreation & Culture

Corporate Plan – Theme: Green Spaces and Environment

Corporate Plan – Aim: Protecting our Natural Environment

Ward Relevance: All Wards

Public or Private: Public

Forward Plan: Yes

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1. Purpose of report

- 1.1 To provide information on the current position of lawn burial space in Nuneaton and Bedworth.
- 1.2 To provide further detail and clarification following actions from the Overview and Scrutiny panel of 4<sup>th</sup> December 2025.
- 1.3 Outline options for the panel to consider the provision of potential additional lawn burial space in the borough, to make further recommendations to the Cabinet.

2. What is the panel being asked to consider?

- 2.1 The current position in relation to the number of Lawn Burial plots remaining within Nuneaton and Bedworth.
- 2.2 Options for consideration to accommodate short, medium and long-term Burial Space.
- 2.3 Future requirement to provide lawn burial space for residents.

3. Background

- 3.1 Officers have been reporting on a need to identify long-term solutions and now short-term urgent solutions to accommodate the reducing number of Lawn Burial spaces within the Borough since 2014.
- 3.2 Officers are aware that approximately 85% of burials in the Borough are cremations. Therefore, consideration needs to be given into understanding the number of plots available and years remaining across the Borough for Cremation Plots, as well as Lawn Burials and Short-Notice burials.
- 3.3 An assessment of burial space has been undertaken, and the following table provides the latest estimates, using data to 28<sup>th</sup> February 2026 in relation to existing available spaces at this time.

Averages Per Year		Currently Available	Years Remaining	Adjusted Years Remaining
Kerb Graves (Marston Lane)	6	228	39	N/A
Lawn Graves (Marston Lane)	16	138	9	Reduces once burials move from Oaston Road
Cremation Plots (Marston Lane)	14	686	48	Reduces once burials move from Oaston Road
Lawn Graves (Oaston Road)	18	0	0	Currently no new plots left
Cremation Plots (Oaston Road)	16	211	14	N/A
Short Notice Graves (Oaston Road)	12	42	3	N/A

Lawn Graves (Bucks Hill)	0	0	0	Currently no new plots left
Cremation Plots (Bucks Hill)	0	0	0	Currently no new plots left

3.3.2 Presently, once Oaston Road cemetery is full, (The remaining 7 grave spaces are held for in the event previously reserved graves are unusable at the time of burial i.e., due to a collapse) all lawn burials will be offered at the Marston Lane site in Bedworth.

3.4.3 Using the above data, Officers have estimated that there is approximately four years left of lawn burial space in the Borough.

3.5.4 Following the Overview and Scrutiny panel feedback of 4th December 2025 Officers have revisited existing Cemeteries to review all areas of land to see if additional plots could be located.

3.6 Cabinet Members and Officers visited all the Cemetery sites in early March to review some of the opportunities to add additional spaces that would be on top of those detailed in the table above. These opportunities are detailed below.

#### 4. Further Review of Cemetery sites

##### 4.1 Bucks Hill Cemetery

4.1.1 Officers were asked to explore the use of some of the Garden of Remembrance for Burial Plots. Following discussions with local Funeral Directors, The Institute of Cemetery & Crematorium Management (ICCM) and wider research, it was recommended that use of this area should be avoided.

4.1.2 This could be an option reviewed further as a later phase for Members to consider, given the challenges using this space and consultation required prior to agreeing any works on the site it is suggested this is reviewed at a later date.

##### 4.1.2 Options for additional plots

Option 1 – Infill existing lawn burial sections, where possible – this provides approximately 25 spaces, depending on ground conditions and space/accessibility. As per common practice, a further 10 spaces will be retained for use where re-opened or reserved graves prove unsuitable for burial.

Option 2 – Clear grounds maintenance contractor’s compound of unused container, skip and rubbish, grub out part of existing surrounding hedge, and remove hard-standing, so reducing the compound size to allow space for approximately 20 lawn burials, or circa 160 cremated remains interments (assuming 4 per plot). As previously stated, these works would require suitable ground and utility surveys to ensure safety of and viability for this use. See Appendix A for location marked 2.

Options 3 – Clear trees and shrub bed to right hand side of Chapel, at cemetery entrance. This would also require tree roots to grubbed out and ground levelled and left to settle for sufficient time to allow approximately 60 subsequent lawn burials. As previously stated, these works would require suitable ground and utility surveys to ensure safety of and viability for this use. Following a site visit with Cabinet members, it has been suggested that there may be a drainage pipe running through this part of the cemetery, which would reduce the potential for lawn burials. See Appendix A location marked 3.

Quotes in excess of £20K have been received for the above clearance works and may be more, depending on ground, utility and condition survey findings.

4.1.3 Based on Proposals detailed above, the below table shows the estimates for Bucks Hill Cemetery for each option:

Proposal	Average Per Year	Numbers of Grave Created	Years Remaining	Notes
Option 1	18	25	1	Graves identified are spread over several sections so could be used as needed.
Option 2	18	20	1	*Graves created would be on one new section – this

				would require the graves to be used in a 'one grave used, adjacent grave left empty' pattern to avoid grave collapse. Graves left empty could then be used the following year once the ground has settled.
Option 3	18	60	3	*Graves created would be on one new section – this would require the graves to be used in a 'one grave used, adjacent grave left empty' pattern to avoid grave collapse. Graves left empty could then be used the following year once the ground has settled.

## 4.2 Attleborough Cemetery

4.2.1 The Council have requested adverse possession to Land Registry to take ownership of the land identified in Appendix B (land in the far South-East corner, bordered by the railway and the adjacent bank to the road bridge on Lutterworth Road). NBBC are awaiting Land Registry notification.

4.2.2 Following the request at the previous OSP for Officers to work with the Funeral Directors, a site visit and discussions took place on 28<sup>th</sup> January with Mr Devall of Devall & Son Family Funeral Directors as the nominated Funeral Guild Representative to review the Attleborough Cemetery site and review the possible uses or implications of the acquired land.

- 4.2.3 It has been discussed that the land acquired is only suitable for cremation plots due to several constraints including distance from suitable pathways requiring a significant distance to carry coffins, proximity to railway line causing disturbance of services and nature of the ground conditions.
- 4.2.4 Following a meeting with the local Funeral Directors it was suggested that a part of Attleborough Recreation Grounds be reconsidered as a possible cemetery extension site. This had been explored in 2014 and identified as most favourable, given its location adjacent to an existing cemetery site, it only has existing properties on two of its boundaries, its overall size (in excess of 5 acres) existing infrastructure, its geographical location within the Town and its location relating to a watercourse. However, development of this site would require the re-siting of recreational land elsewhere or significant reduction and re-location of the playground equipment on the site.
- 4.2.5 In 2014 this was rejected and a cabinet minute approved that 'no recreation land be used for a new cemetery'.
- 4.2.6 Due to the increasing risk of not securing new cemetery land within Nuneaton, members may consider that this option could be reconsidered and further investigations be carried out.
- 4.2.7 A high level desk top review of the site has been undertaken and outlined the following:

There is nothing further in the deeds, which prohibits the land being used as burial space. However, there will be other key considerations to bear in mind, some of which are as follows: -

1. Planning Permission Sport England acceptance
2. Groundwater considerations and rules.
3. Environmental considerations.
4. Practical considerations.
5. Mitigation for loss of green space

#### 4.3 Marston Lane Cemetery - Bedworth

- 4.3.1 The panel requested a more detailed breakdown of the estimated £3million cost for the full delivery of the long-term extension proposal.

4.3.2 This estimated figure was derived from the 2023 cost consultant review that included site preparation, roads, paths & paving installation, soft landscaping, trees, contractor costs, and associated fees. This totalled just over £2 million. This didn't account for the purchasing of the land from the diocese (no figure had yet been identified for this), the relocation of multiple football pitches to meet Sport England mitigation levels, additional site survey or investigation works and any inflationary uplifts based on this high-level figure being from early 2023. This estimate has been updated and is still relevant, for the area currently in NBBC long term lease ownership and previously used and identified for football pitches.

4.3.3 This site is identified within the adopted Local Plan for future burial space.

#### 4.4 Oaston Road Cemetery

##### 4.4.1 Options for additional plots

Option 1 - Infill existing lawn burial sections, where possible – this provides approximately 12 spaces, depending on ground conditions and space/accessibility. A further 10 spaces will be retained for use where re-opened or reserved graves prove unsuitable for burial.

Option 2 – Investigation of several larger areas of green space that appear to be free of graves, according to known information and records, and could provide up to circa 80 additional lawn burial spaces, if suitable. These areas will require ground and utility surveys to ensure safety of and viability for this use. See Appendix C for identified locations.

Further investigation and surveys estimates have been sought from specialist surveying consultants, and these are yet to be received and require budget to be allocated.

4.1.2 Based on Proposals detailed above, the below table shows the estimates for Oaston Road Cemetery for each option:

Proposal	Average Per Year	Numbers of Grave Created	Years Remaining	Notes

Option 1	18	12	0.6	Graves identified are spread over several sections so could be used as needed.
Option 2	18	80*	4	*This number is a very rough estimate as no plans have yet been drawn, however, if they were all available, if used for short notice burials these numbers would decrease due to the required orientation of the graves and not all areas would be suitable.

4.4.3 Following discussions with all the local Funeral Directors and Officers, it is recommended that any new space identified within this cemetery is prioritised as Short-notice burial space.

4.4.4 Officers have liaised with representatives for short notice burials and continue to work with them in maximising plots for such use at the site.

## 5. Other options for consideration

5.1 The panel requested that Officers explored opportunities to acquire land within Nuneaton.

5.2 Conversations have taken place with Warwickshire County Council (WCC). Officers have received confirmation from WCC Strategic Assets officers that there are no suitable cemetery sites in Nuneaton, within their land portfolio.

5.3 North Warwickshire Borough Council and NBBC Officers have liaised as to future options for shared cemetery space across the two boroughs. This met with favourable support, but further work is required to identify land options and also

consider Local Government Re-organisation and opportunities this might present in the future as well.

5.4 Following liaison with Arbury Estates they have responded back to the Council to detail that they have no possible locations at this time. But would be something they will consider / review in the future.

5.5 Officers have explored land at the rear of Nuneaton Recreation Ground / Bottrill Street for suitability for additional plots. The site is by the former Abbey so it is anticipated the ground may be unsuitable. NBBC Land & Property will review this in the future, when capacity is available.

5.6 Officers have explored other alternative burial spaces in Nuneaton, and Haunchwood Recreational Ground was suggested to Members at a recent site visit. The land offers a large flat expanse ideal for burials (including a ready laid car park and compound area), providing hundreds of grave spaces. There is also an area of woodland for the scattering of cremated remains. The site does contain a restriction that subject to this site being recommended for an option, would need further exploration to understand the full opportunities or considerations of using this land.

5.7 The request was made by the panel for Officers to report back on the income received on existing services and how much the services are costing the Council.

5.7.1 The table below provides details of the cemetery service expenditure & income for the last three years. Expenditure elements include items such as; utilities, NNDR, burial services, buildings/structures, grounds & arboricultural maintenance. Income includes; sales of the rights of burial, internment & memorial fees.

Year	Expenditure	Income	Deficit / (surplus)
2022 – 2023* <sup>1</sup>	£272,093.60	£258, 711.66	£13,381.94
2023 – 2024* <sup>1</sup>	£301,159.70	£302,132.04	(£972.34)
2024 - 2025	£390,053.88	£357,415.54	£32,638.34

\*1 2022 – 2023 & 2023 – 2024 expenditure figures have been adjusted to remove the costs of ISU recharges. These were discontinued from 2024 – 2025 & the adjustment allows for accurate comparison.

The figures above don't include income from Heart of England Crematorium.

5.7.2 Officers are reviewing the existing fees and charges associated within Cemeteries to look at reviewing the future model.

## 6. Summary

### 6.1 Bucks Hill

6.1.1 The land identified at the rear of the existing compound Appendix A location 2 be cleared subject to identified budget, to develop family cremation plots that can accommodate 4 per plot.

6.1.2 The land identified on Appendix A location 3 be further investigated with associated budget identified to do further ground investigation works.

6.1.3 The Garden of Remembrance is left in its current format at this time, but is revisited for further review in the future.

### 6.2 Attleborough Cemetery

6.2.1 The acquired land is prioritised for cremation plots that can accommodate 4 per plot, with required budget allocated to enable this to move forward.

6.2.2 Based on the increasing risk of not securing new cemetery land within Nuneaton, it is thought that Attleborough Recreation Ground as an option could be reconsidered.

### 6.3 Marston Lane

6.3.1 This site still seems viable to remain a long-term extension site, if consideration is given to budget being allocated for an initial extension at the site to accommodate the reducing years left within the Cemetery.

### 6.4 Oaston Road Cemetery

6.4.1 Any new land identified within the Cemetery should be considered and given to short-notice burials as a priority.

6.4.2 If budget is identified ground investigation works can be undertaken to confirm the suitability of all land identified in Appendix C.

## 6.5 Other Consideration

6.5.1 Hauchwood Recreation Ground has budget identified to undergo investigation works to understand suitability for burials and detailed legal review undertaken.

## 7. Appendices

Appendix A – Additional areas for investigation for lawn burials/cremation interments at Bucks Hill

Appendix B - Land at Attleborough seeking NBBC ownership

Appendix C – Additional areas for investigation for lawn burials at Oaston Road

## 8. Background Papers

- Planning and Environment Overview and Scrutiny Panel on 23<sup>rd</sup> October 2014 Cemetery Land Provision Agenda Item 7 Minute Number PE20
- Cabinet on 3<sup>rd</sup> December 2014 Cemetery Land Provision Agenda Item 11a Minute Number CB47
- Cabinet on 11<sup>th</sup> September 2024 Cemetery Update - Bucks Hill / Attleborough Agenda Item 7 Minute number CB35
- Environment and Leisure Overview and Scrutiny Panel - Lawn Burial Provision - 4<sup>th</sup> December 2025 Agenda Item 5 Minute Number EL22

## 9. Report Writer Details:

Officer Job Title: Assistant Director – Recreation & Culture

Officer Name: Katie Memetovic-Bye

# Appendices

## Appendix A – Additional areas for investigation for lawn burials/cremation interments at Bucks Hill



Appendix B – Land at Attleborough seeking NBBC ownership



Appendix C – Oaston Road Option 2 additional space



AGENDA ITEM NO.8

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NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Environment and Leisure Overview and Scrutiny Panel

Date of Meeting: 26<sup>th</sup> March 2026

Subject: Access to Open Water – Sea Cadets

Portfolio: Leisure and Health

Responsible Officers: Assistant Director Recreation & Culture / Assistant Director Environment and Enforcement

Corporate Plan – Theme: Green Spaces and Environment

Corporate Plan – Aim: Protecting our Natural Environment

Ward Relevance: All Wards

Public or Private: Public

Forward Plan: Yes

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1. Purpose of report

- 1.1. Following a request for the local Sea Cadets group to have access to Bermuda Lake for activities, this paper has been drafted to provide further information from the previous OSP on 16<sup>th</sup> October 2025 and the current position the Council takes with managing public safety and its own responsibilities in relation to open water bodies. The report also considers the potential future implications of any decision.

## 2. What is the panel being asked to consider?

- 2.1. Following the report of 16<sup>th</sup> October 2025, in which the panel considered the request from the Sea Cadets for access to Bermuda Balancing Lake and the associated implications. The panel requested that further information regarding the lease implications for the operation of the site be brought back to a future Environment and Leisure OSP on the implications of the lease in respect of the operation of the site.

## 3. Recommendations

- 3.1. That panel members scrutinise the information and officer proposals set out in this report, consider the risks and opportunities identified, and agree recommendations to be referred to Cabinet.
- 3.2. That's Officers work with the Sea Cadets Commander and PFH for Leisure and Health to review other private water bodies in and around Nuneaton and Bedworth that might provide a suitable venue for their water activities.
- 3.3. That a members consider the opportunity of a small communities fund be established, supported by income received from the Borough Lottery, open to application by Nuneaton and Bedworth organisations. Specifically, whose key aim is to provide youth advocacy where the use of open water is a key function, with criteria to be developed by the Communities Team in line with their existing funding programmes

## 4. Background

- 4.1. Following the report to OSP on 16th October 2025, in which the panel considered the Sea Cadets' request for access to Bermuda Balancing Lake, members asked officers to return to a future OSP with further detail on the lease implications for the operation of the site. This report provides that update.

## 5. Body of report

- 5.1 The Royal Lifesaving Society (RLSS) were instructed by the Council to undertake a water safety review of Bermuda Lake. This was broken down into three phases:
- Phase 1 – Site Inspection and Initial Review
  - Phase 2 – Risk Assessment Development
  - Phase 3 – Report and Recommendations
- 5.2 The RLSS report concluded that NBBC is taking reasonable steps to manage the risks associated with the water at this site. The water quality is not regularly tested at this site but based upon observations at the time of assessment and the history of pollution incidents, RLSS UK does not consider this to be a location suitable for hosting children's water activities. Whilst the Sea Cadets' proposed activities are mainly 'on' water rather than 'in' water (e.g. they are not proposing swimming so contact with the water is limited to some extent), there is a significant risk that the children could fall into the water becoming immersed and/or ingesting the water. There is also a possibility that members of the public, who are not used to seeing water-based activities on the balancing lake would assume, based upon the Sea Cadets presence that there are no water quality issues and ignore the existing signage. Full report in Appendix 1.
- 5.3 NBBC also engaged The Royal Society for the Prevention of Accidents (RoSPA) — a charity dedicated to saving lives and preventing serious injuries. They were instructed to complete a Water Safety Review, a Risk Assessment for the site and do a policy review of the Councils Water Safety Policy.
- 5.4 Officers are currently awaiting feedback from RoSPA regarding the water safety review, the risk assessment, and the review of the Council's water safety policy. RoSPA has since confirmed it is unable to support the Council within the required timescales due to internal capacity constraints.
- 5.5 Officers liaised with Warwickshire Wildlife Trust (WWT) who confirmed that the site had been evaluated as a Warwickshire Sites of Importance for Nature Conservation. The main attributes of the site are its diversity, ecological position and community value. The site has a total of 152 species; the balancing lake also contains some species that are rare in

Warwickshire: Water-cress and Branched Bur-reed. An updated Local Wildlife site survey is not scheduled until 2027, albeit NBBC has asked for this to take place at the earliest opportunity. The last survey was undertaken in 2002, which is the cycle of evaluation by the WWT.

- 5.6 Conversations have taken place with other Local Authorities (LA) in relation to their water safety policies and agreements or type of waterbodies used by the Sea Cadets in their area. Further discussions took place with these LAs around Public Space Protection Orders (PSPO's) and Policies they have in place to manage their water bodies. None of those approached had any examples of the Sea Cadets or similar using their water bodies, we also didn't receive any further information from the Sea Cadets upon request of examples of Sea Cadets using Council owned waterbodies. Discussions took place with North Warwickshire Borough Council, Warwick District Council, Sandwell Metropolitan Borough Council, Rugby Borough Council and Stratford District Council.
- 5.7 It is understood that the Marine Society & Sea Cadets (MSSC) Manager Midland Boat Station undertook a site inspection with the local Sea Cadets of the Balancing Lake in December 2025. A meeting subsequently took place between the Assistant Director of Environment and Enforcement and the Manager of the Midland Boat Station along with the Head of the inshore boat team to discuss the risk assessment produced by the local Sea Cadets Unit on the 4<sup>th</sup> March 2026.
- 5.8 Following the initial request, officers sought the views of ecological bodies on whether such use would significantly impact the lake and its Local Wildlife Site (LWS) status. Concerns were raised, with a recommendation that a baseline survey of breeding birds be completed before any water access is permitted. The estimated cost of a year one survey is £5,000. This has not yet been commissioned.
- 5.9 A review was conducted of all other Council owned waterbodies to see if any other locations could be suitable for water access for the Sea Cadets. Unfortunately, they all posed similar or significant other risks. The Sea Cadets were also contacted to put forward any other NBBC areas they felt would be suitable and this was also unsuccessful. Officers also note that the Marine Society & Sea Cadets operates the Midlands Boat Station at Edgbaston Reservoir, Birmingham — a purpose-built regional

watersports training hub opened in November 2024 and serving 1,500 Sea Cadets across the Midlands.

- 5.10 The Sea Cadets have submitted to the Council further documentation for proposed use of Bermuda Balancing Lake. This includes a risk assessment produced by the local unit for the use of Bermuda Lake. Water venues that are used by organisations for water activities like boating, swimming, kayaking etc do not have the challenges of a balancing lake as is the case within NBBC.
- 5.11 As updated at the previous OSP, the use of any site within NBBC to support H&S (notwithstanding H&S issues of water quality) was recommended that it would be a lease agreement. This would then support managing a site specifically for the Sea Cadets' use only. Whilst this would have financial implications for the Sea Cadets in securing the site and ongoing maintenance / management, it would allow their specific needs to be met. It would support NBBC's policies on water safety and address wider implications for public access to such a site being used other than by the lease holder. This then protects NBBC in respect of managing H&S and provides clarity for residents in not accessing any outdoor water space in N&B.

## 6. Considerations

- 6.1 The independent professional report commissioned by NBBC concludes that the site is not suitable for water activities by the Sea Cadets.
- 6.2 Officers within the Public Services directorate also advise that the site is not suitable for water activities, in order to safeguard both the public and the Council. Officers have also reviewed how other local authorities support Sea Cadet units. The available evidence indicates that, where councils provide financial support, this takes the form of small community grants for capital works or equipment at premises that the Sea Cadets already occupy, for example, Charnwood Borough Council awarded a £2,750 community grant to Loughborough Sea Cadets for a ship simulator in 2024, and Lancashire County Council approved Local Member Grants towards building repairs at the Chorley unit in the same year. Officers have not been able to identify any comparable local authority that has provided a public waterbody or open-water access specifically for Sea Cadet activities.

- 6.3 Officers have however identified instances where councils have made public water bodies available for youth watersports more broadly. In every such case, the arrangement takes one of two distinct forms: either the council has made a deliberate and substantial capital investment to establish a fully equipped watersports centre (for example, the London Borough of Hackney purchased the West Reservoir from Thames Water in 1996 and, with National Lottery funding, converted it into a purpose-built watersports facility with full professional infrastructure, opened in 2003 and managed by an accredited leisure operator on the council's behalf); or the council has granted a formal long lease to an established organisation which has itself funded and constructed all necessary infrastructure, including changing and teaching facilities, safety boats and purpose-built slipways (for example, Blackburn with Darwen Borough Council granted approval in principle for a long lease of council-owned land at Fishmoor Reservoir to the Lancashire School Sailing Association for a new facility estimated to cost upwards of £700,000, with the Association having operated at the site since 1981). In both models, the water body is a reservoir or former industrial water body designed to hold clean water, not a balancing lake designed to receive urban surface runoff.
- 6.4 Having regard to the presentations given by young people at the previous OSP meeting about the positive impact of the Sea Cadets, members may wish to consider what alternative support could be offered to the organisation. Options include:
- 6.4.1 Officers work with the Sea Cadets Commander and PFH for Leisure and Health to review other private water bodies in and around Nuneaton and Bedworth that might provide a suitable venue for their water activities.
  - 6.4.1 A small communities fund be established, supported by income received from the Borough Lottery, and open to application by Nuneaton and Bedworth organisations whose aim is to provide youth advocacy where the use of open water is a key function. Criteria for the fund to be developed by the Communities Team in line with their existing funding programmes.

## 7. Financial Implications

- 7.1 The reports conducted as part of the Access to Open Water for OSP totalled just over £8k.
- 7.2 If any further external reports / information is required by the OSP panel, then funds would need to be identified to undertake this work.
- 7.3 If members wished to consider a small communities fund being allocated for accessing outdoor water space as detailed in 6.5, then an Individual Cabinet Member Decision (ICMD) would be required to confirm the audit trail and funding arrangements for this.

## 8. Appendices

8.1 Please note the following appendices:

- i. Appendix 1 Royal Life Saving Society UK Bermuda Lake Risk Assessment

## 9. Background papers

9.1 Please note the following background documents / links:

- OSP 16<sup>th</sup> October 2025 Access to Open Water Agenda Item:8  
Minute Reference EL14
- Cabinet 11<sup>th</sup> January 2023 Water Safety Policy Agenda Item: 7  
Minute Reference CB91.

## 10. Report Writer Details:

Officer Job Title: Assistant Director – Recreation & Culture

Officer Name: Katie Memetovic-Bye

Officer Job Title: Assistant Director – Environment and Enforcement  
Officer Name: Alastair Blunkett



ROYAL  
**LIFE SAVING**  
SOCIETY UK

Bermuda Lake

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# Water Safety Risk Assessment

**For the attention of: Goodluck Atoroma**

**Date: 10<sup>th</sup> March 2026**

**Prepared by: Vince Pank**

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## Introduction

### Project Brief

RLSS UK was contracted by Nuneaton and Bedworth Borough Council (NBBC) to undertake a water safety review of Bermuda Lake. The review was required to support a decision on whether to allow the Sea Cadets to use the lake for water-based activities. A site visit was undertaken on 20/1/26 by RLSS UK Consultant Vincent Pank.

The scope of the project was:

- Phase 1 – Site Inspection and Initial Review
- Phase 2 – Risk Assessment Development
- Phase 3 – Report and Recommendations

### Executive Summary

NBBC is taking reasonable steps to manage the risks associated with the water at this site.

The water quality is not regularly tested at this site but based upon observations at the time of assessment and the history of pollution incidents, RLSS UK does not consider this to be a location suitable for hosting children's water activities. Whilst the Sea Cadets' proposed activities are mainly 'on' water rather than 'in' water (e.g. they are not proposing swimming so contact with the water is limited to some extent), there is a significant risk that the children could fall into the water becoming immersed and/or ingesting the water. There is also a possibility that members of the public, who are not used to seeing water-based activities on the lake would assume, based upon the Sea Cadets' presence that there are no water quality issues and ignore the existing signage.

### The Royal Life Saving Society UK

With over 130 years of experience, The Royal Life Saving Society UK (RLSS UK) is a leading authority in water safety. Our extensive history and expertise uniquely positions us as one of the most trusted and experienced advisors in the field of water safety in the UK and Ireland. Offering clear, impartial, and practical water safety advice, using balanced, risk-based thinking, to anyone with liabilities to visitors and staff around water, including local authorities, construction companies, leisure operators, schools, and private landowners.

As a charity, our primary interest lies in water safety. Our honest, practical, and competitive service means our consultants support you through identifying options, looking for the most cost-effective solutions that best suit your specific water safety needs and building and creating a safer environment.

By instructing RLSS UK Consultancy Services, you will not only benefit from our wealth of knowledge, but you'll also be making a significant contribution to our vision of nations without drownings where everyone can safely enjoy being in, on, or near water. 100% of all profit goes into helping us educate more people to enjoy water safely, including our free educational resources which reached over 2,265,000 children across the UK and Ireland in 2023. This means that your investment in water safety not only safeguards your organisation and its stakeholders but also helps empower the next generation with essential life skills.

*\*RLSS UK Charity Impact Report 2023*

### Conditions of Service

RLSS UK's water safety consultancy service provides open water risk assessments and recommendations based on professional expertise and industry standards. While every effort is made to accurately identify and mitigate risks, it is important to note:

- Assessments are based on information available at the time of evaluation and may not account for unforeseen changes or events.
- Recommendations are provided as guidance and should be implemented at the discretion and responsibility of the client.
- RLSS UK will provide health and safety recommendations based on current best practices and regulatory requirements. However, the client is responsible for ensuring compliance with all applicable health and safety laws and regulations.

## Location

**Address:** Bermuda Balancing Lake, Marigold Walk, Nuneaton, CV10 7SW

**Classification:** Lake (freshwater)/SuDS

**Designated Bathing Water:** No

**Awards:** N/A

**Known Activities:** Walking, Dog Walking, Jogging/Running

**Restrictions:** No fires or camping, no motorbikes or horses, no swimming, no fishing

**Lifeguards:** N/A

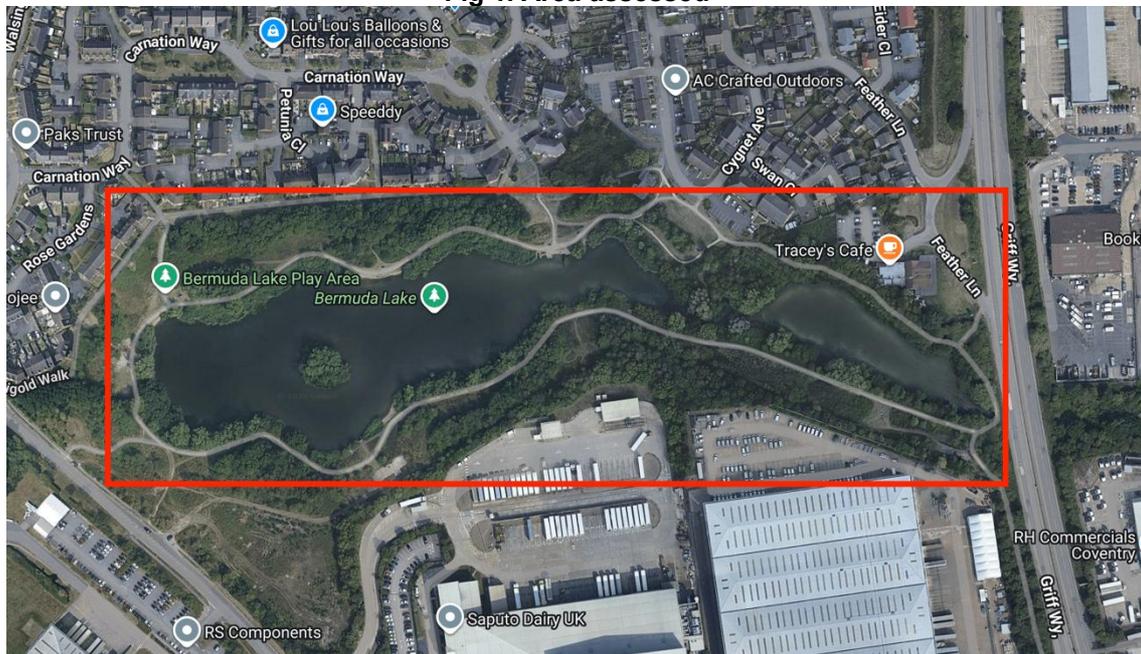
**Closest Lifeboat Station:** N/A

**Closest Fire Station:** Nuneaton approx. 2.5km to the N and Bedworth approx. 2.75km to the S (Warwickshire Fire and Rescue Service)

Bermuda Lake is approx. 530m long (E to W) and 120m wide (N to S) at the widest point, and is part of the [Bermuda Balancing Lake](#) Nature and Wildlife Park. The lake is publicly accessible 24hrs a day throughout the year and is bordered by residential housing to the N, industrial areas to the S, woodland/agricultural land to the W and the A444 to the E.

Bermuda Lake is a manmade 'balancing lake' used to hold high water flows draining from the Bermuda Park industrial estate, Bermuda housing areas and the Arbury estate at times of heavy rain. General water movement/flow is from west to east (the outlet is at the eastern end of the lake) although surface water movement and currents may be affected by wind conditions. The site is managed by the Borough Council working together with the local residents and Warwickshire County Council's Sustainable Neighbourhoods Team.

**Fig 1. Area assessed**



## Background

Bermuda Lake is publicly accessible throughout the year; the primary visitor profile is believed to be local adults walking/dog walking or cycling on the paths around the water. However, due to the presence of residential properties north of the lake there are likely to be children close to the water. The paths around the lake are also known to be used as a cut-through to/from the industrial areas to the south. Visitor numbers will vary seasonally with higher visitor numbers expected in the summer during school holidays. The Council's Parks Team work around the water undertaking land management activities. Severn Trent staff also access the site to undertake maintenance.

The lake is known to experience runoff from surrounding roads, industrial areas, residential areas and agricultural land. There is a history of pollution at the site and there are unconfirmed reports of blue-green algae being present in the water during summer. RLSS UK was informed that there is no significant history of intentional water entry at the site and there is no known history of drowning. However, there have been incidents at other sites including a [drowning at nearby Ensor's Pool in August 2025](#).

NBBC's [Water Safety Policy](#) clarifies that the Council has taken the decision not to encourage people to enter its waterbodies or watercourses unless they absolutely need to. This means that swimming, boating, diving, and other recreational activities, including events that require entrance into the water are not encouraged on any of its sites. However, the Sea Scouts have asked NBBC for permission to use the lake during the summer (Monday and Thursday evenings 6-8pm and occasional weekends) for water-based activities including rowing, kayaking, canoeing and paddleboarding. The Sea Cadets propose supervised sessions for young people aged 10–18, led by qualified instructors with a safety boat present under RYA Power guidelines. They would also provide their own activity-specific risk assessment.

RLSS UK was informed that fishing is not permitted at the site, however a search online indicates that members of the public are fishing the waters and there is no reference to fishing on the [Bermuda Balancing Lake](#) webpage. NBBC does have water safety information on its website including [Staying Safe Around Water](#) and [Avoid Open Water Swimming](#) pages.

## Observations

**Date of assessment:** Tues 20<sup>th</sup> Jan 2026

**Time of assessment:** 09:00- 12:00

**Assessor:** Vincent Pank, RLSS UK

**High tide:** N/A

**Low tide:** N/A

At the time of assessment (a weekday in Jan) there was very low footfall around the lake with only a handful of people seen walking/dog walking/cycling on the paths. It is likely that the area will be significantly busier at other times particularly in the summer during school holidays. The paths are also known to be used as a cut-through to/from the industrial areas to the south.

**Photos 1 and 2. Views across the lake**



The entire perimeter of the lake is publicly accessible. In some areas it is possible to access the water's edge, in others there are natural barriers restricting access. Although the full depth profile of the lake was not known at the time of assessment, where the water is accessible it is generally shallow close to the banks/edge which have a gradual profile/gradient. Although there is likely to be soft sediment at the bottom of the lake, and the reed beds could pose an entrapment risk, in areas where the perimeter was accessible the bottom appeared to be firm close to the banks/edge.

**Photos 3 and 4. Unprotected edge (left) and natural barriers (right)**



There are residential homes to the N of the lake, and a playground has been built nearby so children are expected near the water. There is artificial lighting in some areas along the tarmac footpaths which

are set-back from the water (although these were not seen operating at the time of assessment), but there is no lighting beside the lake.

Photos 5 and 6. Play area (left) and lampposts (right)



There were 3x culverted inlets to the lake visible at the time of assessment. Barriers have been installed around the inlets/outlet to prevent falls from heights, and the culverts are covered with grilles.

Photos 7 to 9. Culverted inlets



Water movement is generally (although wind may affect surface water movement and currents) from W to E towards the outlet at the eastern end of the lake. Vertical pale barriers have been installed beside the footpath surrounding the outlet to prevent falls from height. The large diameter culvert itself is not covered, but there is a vertical pale barrier in front of the structure. The SuDS Manual (C697, v6, 2019) published by CIRIA, which provides best practice guidance on the planning, design, construction,

operation, and maintenance of Sustainable Drainage Systems (SuDS) recommends that outfalls with a diameter of 350mm or greater be fitted with grilles.

Photos 10 and 11. Outlet at E end of lake



There is a history of pollution at the site, spill booms/socks were seen in the water around the culverted inlets.

Photos 12 and 13. Spill booms/socks around culverted inlets



Although no water quality testing was undertaken at the time of assessment, there appeared to be 2 separate water pollution incidents occurring as indicated by oily slicks and foam. Water was also discoloured around the outlet (see Photo 11 above).

Photos 14 and 15. Oily slick (left) and foam (right)



There are oil filters to the south of the lake, the assessor was informed that historically Severn Trent has accessed this area to undertake maintenance.

Photos 16 and 17. Severn Trent oil filters



However, due to recent development close to the site the vehicular access point has been blocked off. RLSS UK contacted Severn Trent, but at the time of writing had received no response. It is not known whether access restrictions will affect maintenance and subsequently the water quality.

Photo 18. Former access point to oil filters blocked off during recent development



There are unconfirmed reports of blue-green algae being present in the water during summer. Although blue-green algae was not observed at the time of assessment, there are Environmental Agency warning signs within the notice boards. NBBC signs state '*Danger infection risk in water*' and '*Caution risk of blue algae maybe present*'. The shallow profile (where water around the edges will warm quickly in summer) and suspected high nutrient levels make this location susceptible to algal blooms. Reduced input in summer months may also lead to reduced flow/turnover of water and stagnation. There are also likely to be rodents around the water so there is an additional risk of Weil's Disease (leptospirosis), and injury from dangerous waste (broken glass was observed close to the water) needs to be considered.

## Public Rescue Equipment

There is no specific law that requires Public Rescue Equipment (PRE) to be installed around lakes. PRE should not automatically be installed around water, instead requirement should be based upon risk assessment. If it is deemed necessary and suitable to install PRE, the type of equipment chosen should be based upon the site-specific risks, considering factors such as water profile, distance to casualty, overhead obstacles etc. Lifebuoys are traditionally used in areas where the casualty will be close to the edge (for example where there may be falls into the water from a quay heading or bank), throwlines are traditionally used where deployment is required over a greater distance, and the edge/bank has a shallower profile.

It should be noted that public rescue equipment has significant limitations, not least that someone must be close to the casualty at the time of incident to deploy it. In most cases the casualty must be conscious and cooperative for equipment to be effective and if weak/non- swimmers require rescue there may not be time to retrieve and deploy PRE before the casualty is submerged. At locations where entry to the water is not advised, the primary focus should always be on removing or reducing the risk of water entry in the first place.

There is no PRE installed within the assessed area, however there is no significant history of intentional entry to the lake, and the water is generally shallow around the edges. As such if a person were to accidentally fall into the water, they would likely be able to self-recover to the banks. There are also overhead powerlines and foliage that could prevent safe/successful deployment of throwlines. RLSS UK does not deem the installation of PRE suitable at this site.

There is a rescue ladder beside one of the inlet culverts, but this infrastructure is not believed to be owned by the Council.

**Photo 19. Ladder beside inlet culvert**



Note that employees are working around water so water safety should be considered within job specific risk assessments. Employees may be exposed to different levels of risk compared to members of the public, for example having to cross barriers for maintenance. The risk of employees drowning can be significantly reduced by using physical barriers or exclusion zones (it is preferable to prevent falls into water rather than mitigate the subsequent risk of drowning with PPE or rescue equipment) and avoiding lone working around deep water. Where work close to/on water is unavoidable the Council should consider the requirement for PPE such as buoyancy aids or lifejackets. Note that a traditional buoyancy aid will not self-right the casualty so if incapacitated they may still drown.

## Signage

The Health and Safety (Safety Signs and Signals) Regulations 1996 requires employers to ensure that safety signs are provided (or are in place) and are maintained in circumstances where there is a significant risk to health and safety that has not been removed or controlled by other methods. Further information can be found in the HSE's [Safety signs and signals](#) document. These Regulations do not place any duty on employers to warn other people (e.g., visitors, neighbours) of risks to their health and safety. However, in both these cases employers will have duties under section 3 of the Health and Safety at Work etc Act 1974, and regulation 12 of the Management Regulations regarding the health and safety of non-employees. Under the Occupier's Liability Acts 1957 and 1984 a 'common duty of care' is owed to visitors and trespassers, installing signage may be useful to highlight risks posed by the water and associated structures.

RLSS UK recommends that if water safety signs are installed, they comply with the Health and Safety (Safety Signs and Signals) Regulations 1996 and conform to BS EN ISO 7010.

There are text/symbol signs around the site aimed at the public,

Photos 20 to 29. Water safety signage around lake





Some of the symbols on the signs are not ISO 7010 symbols. Where there are equivalent ISO symbols these are shown below for reference.

- Drop (fall) (symbol W008)



- No swimming (symbol P049)



- Deep water (symbol W047)



- Thin ice (symbol W043)



It would not be reasonable to replace the existing signs simply to upgrade the symbols, but when signs are replaced, RLSS UK recommends that they comply with the Health and Safety (Safety Signs and Signals) Regulations 1996 and display (where possible/relevant) BS EN ISO 7010 symbols. Note there are no ISO symbols for all hazards/prohibitions, for example there is no ISO 7010 symbol for 'no fishing'. It is also recommended that the Council ensure signage is standardised wherever possible to ensure continuity of safety messaging. Where hazards or prohibitions are site- wide, information should be displayed on all signs. Although fishing is not permitted in any part of the lake, only some of the secondary signs display '*no fishing*' symbols/text. Some of the '*Welcome to Bermuda Lake*' signs display the biological hazard (W009) symbol while others do not. Where '*Welcome to Bermuda Lake*' signs do contain the biological hazard symbol, the accompanying text states '*Danger! Infection risk in water*' whilst the secondary signs with the same symbol state '*Risk of infection blue algae maybe present*'. It was also noted that the '*Stay out of the water*' symbol on the '*Welcome to Bermuda Lake*' signage differs to the one used on the secondary signs (strickethrough is in the wrong direction). Using ISO 7010 symbols should assist with standardising signage.

- Symbol on '*Welcome to Bermuda Lake*' signage:



- Symbol on secondary signage:



## Summary

There is always some inherent risk involved with being on/around open water. However, due to the profile of the lake (with shallow water around the edges and easy access to banks for self-recovery) and site history (no known drownings or significant history of intentional entry to the water) RLSS UK considers it unlikely that a drowning would occur at Bermuda Lake. NBBC is taking reasonable steps to manage the risks associated with the water at this site. Barriers have been installed in areas where there are risks of falls from height into water and the inlet culverts are covered. Signage is also present (although some recommendations have been given to improve these) and natural barriers have been left beside the water in some areas to restrict access.

Although the full depth profile of the lake was not known at the time of assessment, it is likely that the profile would be suitable for the proposed Sea Cadets activities. However, during the site visit water contamination was highlighted as a serious concern. Although no water quality testing was undertaken at the time of assessment, there appeared to be 2 separate water pollution incidents occurring as indicated by slicks, foam and discoloured water. The lake is known to experience runoff from surrounding roads, industrial areas, residential areas and agricultural land. There is a history of pollution at the site and there are unconfirmed reports of blue-green algae being present in the water during summer. Although blue-green algae was not observed at the time of assessment, there are EA warning signs within the notice boards and the NBBC signage highlights the risk of water contamination. The shallow profile (where water around the edges will warm quickly in summer) and suspected high nutrient levels make this location susceptible to algal blooms. There are also likely to be rodents around the water so there is an additional risk of Weil's Disease (leptospirosis) and injury from dangerous waste (broken glass was observed close to the water) to be considered.

The water quality is not regularly tested at this site but based upon observations at the time of assessment and the history of pollution incidents, RLSS UK does not consider this to be a location suitable for hosting children's water activities. Whilst the Sea Cadets' proposed activities are mainly 'on' water rather than 'in' water (e.g. they are not proposing swimming so contact with the water is limited to some extent), there is a significant risk that the children could fall into the water becoming immersed and/or ingesting the water. There is also a possibility that members of the public, who are not used to seeing water-based activities on the lake would assume, based upon the Sea Cadets' presence that there are no water quality issues and ignore existing signage.

Education is important to ensure members of the public enjoy open water safely and can assess the risks posed by open water. RLSS UK can provide free educational resources that can be used to engage with the local communities to enhance water safety knowledge. NBBC has [Staying Safe Around Water](#) and [Avoid Open Water Swimming](#) pages on its website and can include links to the RLSS UK website. It could be clarified on the [Bermuda Balancing Lake](#) webpage what the site hazards and prohibitions are (ensure continuity with signage), it is also recommended that if fishing is prohibited at the site this be clarified on the website.

## Recommendations

- Consider water safety within job specific risk assessments.
- When signs are replaced, it is recommended that they comply with the Health and Safety (Safety Signs and Signals) Regulations 1996 and display (where possible/relevant) BS EN ISO 7010 symbols.
- Standardise signage where possible to ensure continuity of safety messaging.
- Clarify on [Bermuda Balancing Lake](#) webpage what the site hazards and prohibitions are (ensure continuity with signage). If fishing is prohibited at the site clarify on the website.
- Liaise with Severn Trent over access to/maintenance of the oil filters south of the lake.
- Review RA in 12 months or sooner following serious incident.

**Bermuda Lake – Water Safety Risk Assessment**

**Risk Assessment**

<b>Project name:</b>	Bermuda Lake Water Safety Risk Assessment	<b>Date:</b>	20/1/26
<b>Written by:</b>	Vincent Pank	<b>Review date:</b>	20/1/27

SEVERITY	LIKELIHOOD				
	1 <b>Rare</b> (Freak event - no known history)	2 <b>Unlikely</b> (Unlikely sequence of events)	3 <b>Possible</b> (Foreseeable under unusual circumstances)	4 <b>Very Likely</b> (Easily foreseeable - odd incidents may have occurred)	5 <b>Certain</b> (Common event – aware of incidents)
<b>1 Negligible</b> (No visible injury – minor pain)	Low 1	Low 2	Low 3	Low 4	Low 5
<b>2 Slight</b> (Minor cuts bruises – no long-term effects)	Low 2	Low 4	Low 6	Medium 8	Medium 10
<b>3 Moderate</b> (Heavy bruising, flesh wound. Lost time accident)	Low 3	Low 6	Medium 9	High 12	High 15
<b>4 Severe</b> (Lost time accident and major injuries)	Low 4	Medium 8	High 12	High 16	High 20
<b>5 Very Severe</b> (Long term disability or death)	Low 5	Medium 10	High 15	High 20	High 25

Bermuda Lake – Water Safety Risk Assessment

MATRIX RISK ASSESSMENT									
Hazard	Risk of	Population at risk	RISK RATING			Brief description of controls	ACTION TAKEN		Residual Risk Rating
			Likelihood of injury	Severity of injury	Risk		By	Date	
<b>Open Water</b>	Cold water shock -drowning Drowning Secondary drowning	Members of the public particularly children or those under the influence of alcohol Employees	3	5	15	<b>Current</b> No swimming or water activities permitted Signage Manmade barriers (in some areas) Natural barriers (in some areas) Vehicle access gates padlocked shut Grilles on culverted inlets Artificial lighting (in some areas) Rescue ladder Water safety on website Water safety policy  <b>Proposed</b> Water safety in job specific RAs Standardise signage Water safety info on lake webpage			Current 10  After proposed controls 10
<b>Ice</b>	Falls through ice -drowning -hypothermia	Members of the public particularly children	3	5	15	<b>Current</b> No swimming or water activities permitted Signage			Current 10

Bermuda Lake – Water Safety Risk Assessment

	-death	Employees				<p>Manmade barriers (in some areas)                      Natural barriers (in some areas)                      Artificial lighting (in some areas)                      Rescue ladder                      Water safety on website                      Water safety policy</p> <p><b>Proposed</b>                      Water safety in job specific RAs                      Standardise signage                      Water safety info on lake webpage</p>			<p>After proposed controls  <b>10</b></p>
<b>Water movement/ currents</b>	Transport away from shallow water Entrapment in/ around inlets/outlet -drowning	Anyone entering the water	2	5	10	<p><b>Current</b>                      No swimming or water activities permitted                      Signage                      Manmade barriers (in some areas)                      Natural barriers (in some areas)                      Grilles on culverted inlets                      Artificial lighting (in some areas)                      Rescue ladder                      Water safety on website                      Water safety policy</p> <p><b>Proposed</b>                      Water safety in job specific RAs                      Standardise signage                      Water safety info on lake webpage</p>			<p>Current  <b>5</b></p> <p>After proposed controls  <b>5</b></p>

Bermuda Lake – Water Safety Risk Assessment

<p><b>Elevated banks/ footpaths</b> (mainly around infrastructure)</p>	<p>Falls from height into water or onto structures below with restricted egress                      -spinal injury                      -head injury                      -broken bones                      -drowning</p>	<p>Members of the public particularly children                      Employees</p>	<p>3</p>	<p>5</p>	<p>15</p>	<p><b>Current</b>                      Manmade barriers (in some areas)                      Natural barriers (in some areas)                      Artificial lighting (in some areas)                      Rescue ladder                      Water safety on website                      Water safety policy</p> <p><b>Proposed</b>                      Water safety in job specific RAs                      Standardise signage                      Water safety info on lake webpage</p>			<p>Current  <span style="color: green;">5</span></p> <p>After proposed controls  <span style="color: green;">5</span></p>
<p><b>Soft mud</b></p>	<p>Entrapment</p>	<p>Members of the public particularly children                      Employees</p>	<p>3</p>	<p>4</p>	<p>12</p>	<p><b>Current</b>                      No swimming or water activities permitted                      Signage                      Manmade barriers (in some areas)                      Natural barriers (in some areas)                      Artificial lighting (in some areas)                      Rescue ladder                      Water safety on website                      Water safety policy</p> <p><b>Proposed</b>                      Water safety in job specific RAs                      Standardise signage                      Water safety info on lake webpage</p>			<p>Current  <span style="color: yellow;">8</span></p> <p>After proposed controls  <span style="color: yellow;">8</span></p>

Bermuda Lake – Water Safety Risk Assessment

<p><b>Reed beds</b></p>	<p>Entrapment</p>	<p>Members of the public particularly children Employees</p>	<p>3</p>	<p>4</p>	<p>12</p>	<p><b>Current</b> No swimming or water activities permitted Signage Manmade barriers (in some areas) Natural barriers (in some areas) Grilles on culverted inlets Artificial lighting (in some areas) Rescue ladder Water safety on website Water safety policy</p> <p><b>Proposed</b> Water safety in job specific RAs Standardise signage Water safety info on lake webpage</p>			<p>Current <b>8</b></p> <p>After proposed controls <b>8</b></p>
<p><b>Shallow water</b> (jumping, diving or falling from structures or banks)</p>	<p>Spinal injury Head injury Broken bones Drowning</p>	<p>Members of the public particularly children</p>	<p>2</p>	<p>5</p>	<p>10</p>	<p><b>Current</b> No swimming or water activities permitted Signage Manmade barriers (in some areas) Natural barriers (in some areas) Artificial lighting (in some areas) Water safety on website Water safety policy</p> <p><b>Proposed</b> Water safety in job specific RAs Standardise signage</p>			<p>Current <b>5</b></p> <p>After proposed controls <b>5</b></p>

**Bermuda Lake – Water Safety Risk Assessment**

						Water safety info on lake webpage			
<b>Submerged/ partially submerged objects</b> (jumping, diving or falling from structures or banks)	Spinal injury Head injury Broken bones Drowning	Members of the public particularly children	2	5	10	<p><b>Current</b> No swimming or water activities permitted Signage Manmade barriers (in some areas) Natural barriers (in some areas) Artificial lighting (in some areas) Water safety on website Water safety policy</p> <p><b>Proposed</b> Water safety in job specific RAs Standardise signage Water safety info on lake webpage</p>			Current <b>5</b> After proposed controls <b>5</b>
<b>Dangerous litter</b> (Glass, fishing paraphernalia, BBQs, sharps)	Lacerations Burns Needlestick injuries	Members of the public Employees	4	3	12	<p><b>Current</b> No swimming or water activities permitted Signage Manmade barriers (in some areas) Natural barriers (in some areas) Water safety on website Water safety policy</p> <p><b>Proposed</b> Water safety in job specific RAs Standardise signage</p>			Current <b>6</b> After proposed controls <b>6</b>

Bermuda Lake – Water Safety Risk Assessment

						Water safety info on lake webpage			
<b>Fishing</b>	Entanglement in lines Injuries from hooks Impacts from weights	Members of the public Employees	3	3	9	<p><b>Current</b> No swimming or water activities permitted Signage Vehicle access gates padlocked shut Artificial lighting (in some areas) Water safety on website Water safety policy</p> <p><b>Proposed</b> Water safety in job specific RAs Standardise signage Water safety info on lake webpage</p>			<p>Current <b>6</b></p> <p>After proposed controls <b>3</b></p>
<b>Biological hazards/ contaminated water</b>	Illness from contact/ ingestion of contaminated water Weil's Disease Skin/ eye irritation Sickness	Anyone entering or near the water	4	4	16	<p><b>Current</b> No swimming or water activities permitted Signage Manmade barriers (in some areas) Natural barriers (in some areas) Vehicle access gates padlocked shut Grilles on culverted inlets Artificial lighting (in some areas) Rescue ladder Water safety on website Water safety policy</p> <p><b>Proposed</b></p>			<p>Current <b>12</b></p> <p>After proposed controls <b>8</b></p>

**Bermuda Lake – Water Safety Risk Assessment**

						Water safety in job specific RAs Standardise signage Water safety info on lake webpage Liaise with Severn Trent			
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**AGENDA ITEM NO.9**

**NUNEATON AND BEDWORTH BOROUGH COUNCIL**

<b>Report to:</b>	Environment and Leisure OSP
<b>Date of Meeting:</b>	26 <sup>th</sup> March 2026
<b>Subject:</b>	Grounds Maintenance Contract Procurement Working group recommendations
<b>Portfolio:</b>	Leisure and Health
<b>Responsible Officer:</b>	Assistant Director – Recreation and Culture
<b>Corporate Plan – Theme:</b>	Green Spaces and Environment
<b>Corporate Plan – Aim:</b>	Protecting our Natural Environment
<b>Ward Relevance:</b>	All Wards
<b>Public or Private:</b>	Public
<b>Forward Plan:</b>	Yes
<b>Subject to Call-in:</b>	Yes

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1. Purpose of report

- 1.1 To review the recommendations for the Grounds Maintenance specification set out in this report and approve the recommended outcomes within the report to Cabinet.

2. Recommendations

- 2.1 The content of the report be recommended to Cabinet for adoption.

3. Background

- 3.1 The Council are looking to review its Grounds Maintenance services and wish to see all options considered for its next procurement exercise. The new contract is required to be executed to commence on 1st November 2027. The existing Grounds Maintenance Contract has the option of a further one year extension to 31st October 2028.

- 3.2 Agreeing the recommendations in this report be passed to Cabinet for adoption to allow the procurement to be undertaken to meet the required timetable for the new contract to commence on 1<sup>st</sup> November 2027.
- 3.3 Following approval from the Chair of the Environment and Leisure OSP it was agreed that a cross-party working group be established to consider options and requirements for the future Grounds Maintenance Contract. To give Officers a clear direction for drafting the specification and proceeding with the procurement of the Contract.
- 3.4 Since 2017 Grounds Maintenance and the climate has seen significant changes, with much milder winters, wet months and then dryer spells, all of which have provided at times pressure on grass cutting, shrubs and beds pruning.
- 3.5 The recommendations made in this report set out the preferred requirements and frequencies to enable Officers to draft the Specification following Cabinet approval.
- 3.6 The Member working group have reviewed the current Grounds Maintenance contract detail and recommended alternative considerations and frequencies if required.

#### 4. Body of report and reason for recommendations

- 4.1 The Working Group reviewed the frequencies and specifications of the existing GM contract and then commented on each specific section for recommendations for this within the new Grounds Maintenance contract. The recommendations for each section of the specification is broken down below:
- 4.2 Review of the existing Housing Revenue Account (HRA) land management via the Grounds Maintenance contract. Including if HRA Grounds Maintenance remains within the contract for Grounds Maintenance or is removed into a separate contract.
- 4.3 Members recommended keeping the Housing and General land within one Grounds Maintenance (GM) Contract to prevent diluting the commercial viability of both contracts and thus ensuring economies of scale, ensuring value for money for the Council.
- 4.4 Gritting is only delivered on housing sites within the current contract, and other areas of the council manage gritting via an outsourced organisation. It is recommended that the Housing team work with Town Centre Management to join the Housing gritting requirements into that contract, and it be removed from the Grounds Maintenance Contract.

- 4.5 The Christmas Light service and Christmas Tree installation be removed from the Contract, and be managed by the Town Centres team via an external contract.
- 4.6 Water Course management is currently out of the GM Contract due to its specialism, therefore the recommendation is for this to remain a separate contract outside of the GM Contract that will be reprocured before the new contract starts.
- 4.7 Members recommended that Shrub Bed maintenance should be kept in the contract on the same existing frequencies & Specification but that it is not viable to re-plant shrubs once they have perished and that the Council approach should be that at this time they are removed and replaced with grass seed.
- 4.8 Members recommend that Sports Pitch Maintenance should be further reviewed as the Specification is drafted, a soft market test has shown the cost for it to be external to be higher than those figures in the existing contract but hard to compare to existing without the new GM contract being priced on current market values.
- 4.9 Recommendation was given that Fly Tipping is removed from the GM Contract, and that it is managed via one central location within the Council, ideally the Waste team who can also oversee the enforcement matters. Budget would need to be identified to support Waste with this.
- 4.10 Recommendations made that Officers needed to engage with WCC regarding management of highways, to ensure that the land within the contract is WCC land and that management fee's are included within contract negotiations.
- 4.11 Hedge Cutting is conducted between September and November, it was recommendation that as the current system works, the frequencies and specification should remain the same.
- 4.12 Grass Cutting is broken down into areas, Formal Grass (highly ornamental area / box mow) and Informal Grass (parkland) both cut up to 16 cuts p/a and Rough Grass (subject to informal cutting eg rural roadside / banks - 3p/a). It was recommended that the schedules and frequencies within the current specification remain the same.
- 4.13 Bedding Plants and Hanging Baskets in the current contract is split between visits of 2 x planting, 1 x manure bi-annual and 8 x maintain (Supplied and installed by Contractor May/June & Oct/Nov), a review was done to confirm if there are any on HRA land which was confirmed as negative. Therefore it was suggested that frequencies and specification remain the same as within the current contract.

- 4.14 On identified wild spaces, a Cut and Remove takes place to improve the habitat. It is recommended to remain as they exist within the current contract.
- 4.15 All paths, paved areas, car parks and hard standings within the Contract Area are to be mechanically or hand swept monthly. It has been suggested and recommended that this element is removed from the GM contract, and brought inhouse to be managed by the NBBC waste team, this will require further investigation works through TUPE requirements, capacity within the depot and required equipment.
- 4.16 Monthly site cleanse specific visit including litter pick on all maintenance tasks and emptying of all parks' bins is recommended to be removed from the GM Contract and delivered via the NBBC waste team. As in point 4.15 further works are required to understand the costs and impact to bring this in house.

## 5. Summary

- 5.1 There are no further proposed working grounds scheduled, however as per the adopted terms of reference, further working groups may be scheduled subject to pivotal moments within the procurement that would benefit from cross party member input and recommendations.

## 6. Financial Implications

- 5.1 Soft market testing has been concluded to review opportunities and costs to move Sports Pitch Maintenance and Water Cleansing external to the Contract, both of these soft market test returned more that the costs within the existing GM contract.
- 5.2 Subject to approval of the recommendations by Cabinet, a soft market test will need to be undertaken based on the approved specification frequency to understand the costs, this would then be subject to review by Cabinet to enable a final total contract cost to be agreed.

## 7. Legal Implications

- 6.1 Legal Officers time is required to support with entering and writing a new Grounds Maintenance contract.

## 8. Equalities implications

- 7.1 None identified at this time.

## 9. Health implications

- 8.1 Access to parks and open green space support an environment for improving the health and wellbeing for residents to access and take part in physical activity at all levels across the Borough.

10. Climate and environmental implications

9.1 Parks and Greens Spaces are a natural habitat for multiple species – having designated wild space that support wildlife habitats, carbon sequestration and Air quality.

11. Section 17 Crime and Disorder Implications

10.1 The facilities and accessibility to parks and green open space to residents of the Borough support improved outcomes for crime and disorder, whereby opportunities are taken up by young people in particular instead of other less desirable activities

12. Risk management implications

11.1 To deliver a successful procurement process of a contract, and to meet the timescale for entering into a new contract in October 2027, the identified procurement timetable needs to be followed.

13. Human resources implications

12.1 TUPE will be a consideration during the procurement of the GM Contract and any changes to the existing contract.

14. Options considered and reason for their rejection

13.1 In formulating this report and recommendations, the following other options were identified. Reasons for their rejection or why the option and recommendation proposed in section 2 of the report has been selected are outlined below.

Option Ref	Option Title	Reason for rejection or why the option and recommendation proposed in section 2 of the report has been selected
A	Do nothing	The existing GM Contract is due to expire in 2027, there is an option to extend to 2028, however to meet the timetable for procurement the procurement process must commence immediately to meet the deadline.

15. Appendices

Appendix A – Full Breakdown of Recommendations from Working Group

16. Background papers

None attached

17. Report Writer Details:

Officer Job Title: Assistant Director – Recreation and Culture

Officer Name: Katie Memetovic-Bye

**GM Contract working Group**

<b>General Fund</b>	<b>Frequency P/A</b>	<b>Outcome from working group</b>
Shrub Bed Maintenance	7	Keep frequencies & Specification the same - Member direction that it is not viable to re-plant shrubs once they have perished and that the Council
Grass Cutting	16	Keep Frequencies & Specification the same in GM contract
Hedge Cutting	1pa (sept-Nov)	Keep Frequencies & Specification the same in GM contract
Bedding Plants / Hanging Baskets	10	Keep frequencies & Specification the same in GM contract (review split between what is in HRA and required). This was confirmed none located in HRA now.
Sports Pitch maintenance	Multiple	Following Soft Market test show cost increases. Request to keep within current contract then review cost at that stage.
Pavilions Cleaning and attendant to Open & Close	Multiple	Not an option proposed from external partner so at this time remain within Contract, only one site required - Pauls Land
Paths and Hard Surfaces	12	Proposal to review brining this function in house, via Waste team. Consideration around TUPE, Depot capacity - Members supported a
Litter Picking / Cleansing / fly tipping	12 + ad hoc	agree to review brining this function in house, via Waste team. Consideration around TUPE, Depot capacity and bin mapping. Members supported a Officer_led internal review to look at options
Christmas Lights	Nov – Jan	Approved that the Tree Remains with the GM Contract to provide Xmas Tree,
Water Courses	at least annually	Approved for this to be with external contractor but need to be clear what the requirements are and frequencies.
Highways (on behalf of WCC)	16 cuts	Conversation with WCC required to review costings / a managmnet fee and unadopted land that is maintained.

Gritting	when required	Confirmed have a corporate NBBC approach to gritting with 1 contractor
Cut and Remove	Once per year – September	Keep Frequencies & Specification the same in GM contract
BURIALS AND CEMETERY MAINTENANCE		Keep Frequencies & Specification the same in GM contract
Ad Hoc Works		Framework in place, and Contractor can bid for these works

**Nuneaton and Bedworth Borough Council**

FORWARD PLAN SHOWING THE KEY DECISIONS THAT WILL BE MADE IN THE 4 MONTHS BEGINNING 1<sup>ST</sup> APRIL 2026 AND EXEMPT INFORMATION DECISIONS THAT ARE TO BE MADE DURING APRIL, 2026.

The table below shows the likely date the listed key decisions will be made and by whom and also lists the subject of decisions to be made under Exempt Information rules. Please contact the officer mentioned in the seventh column if you wish to know:-

- ◆ the groups or organisations whom the decision maker will consult before making the decision;
- ◆ how such consultation will be undertaken;
- ◆ what documents the decision maker will consider in making that decision; or
- ◆ how, and by when, you can make any representations about the proposed decision.

Items highlighted in **yellow** are new or amended items for this publication.

Date entered:	Item - Description	Committee	In Private Session	Reason for Item being Considered in Private Session	Date	Report Author	Person Responsible	Cabinet Portfolio	OSP
27/02/26	<b>Pay Policy Statement 2026/27</b>	Cabinet	No		April 2026	<b>Ruth Bartlett</b> <b>☎02476 376211</b>	<b>Victoria Summerfield</b> <b>☎02476 376002</b>	Resources & Central Services	Health & Corp Resources

27/02/26	<b>Gas supply and Associated Services contract</b>	Cabinet	No		April 2026	<b>Lynn Joy</b> ☎02476 376880  <b>Matthew Wallbank</b> ☎02476 376275	<b>Dawn Dawson</b> ☎02476 376408  <b>Victoria Summerfield</b> ☎02476 376002	Housing Leisure & Health and Business & Regen	Housing &Comm, Envi & Leisure, and Business, Regen and Planning
31/07/25	<b>NBBC Water Policy Review and Access to Open Water</b>	Cabinet	No		April 2026	<b>Katie Memetovic-Bye</b> ☎02476 376147	<b>Kevin Hollis</b> ☎02476 376143	Leisure & Health	Env & Leisure
13/10/25	<b>Cemeteries Future Provision</b>	Cabinet	No		April 2026	<b>Katie Memetovic-Bye</b> ☎02476 376147	<b>Kevin Hollis</b> ☎02476 376143	Leisure & Health	Env & Leisure
30/09/25	<b>Grounds Maintenance Procurement</b>	Cabinet	No		April 2026	<b>Katie Memetovic-Bye</b> ☎02476 376147	<b>Kevin Hollis</b> ☎02476 376143	Leisure & Health	Env & Leisure
27/02/26	<b>Bedworth Regeneration and Investment Plan</b>	Cabinet	No		April 2026	<b>Jonathan White</b>  ☎02476 376549	<b>Dawn Dawson</b> ☎02476 376408	Business & Regeneration	Business, Regen & Planning

27/02/26	<b>Housing Revenue Account – Housing Stock Acquisition</b>	Cabinet	No		April 2026	<b>Lynn Joy</b> ☎02476 376880	<b>Dawn Dawson</b> ☎02476 376408	Housing	Housing and Communities
24/12/25	<b>Supplementary Planning Documents</b>	Cabinet/ Council	No		April 2026	<b>Louise Hryniw</b> ☎02476 376310	<b>Kevin Hollis</b> ☎02476 376143	Planning and Enforcement	Business, Regen & Planning
16/03/26	<b>Cemeteries Regulation Update</b>	Cabinet	No		April 2026	<b>Katie Memetovic-Bye</b> ☎02476 376147	<b>Kevin Hollis</b> ☎02476 376143	Leisure & Health	Env & Leisure
16/03/26	<b>Culture Update</b>	Cabinet	No		April 2026	<b>Katie Memetovic-Bye</b> ☎02476 376147	<b>Kevin Hollis</b> ☎02476 376143	Leisure & Health	Env & Leisure
04/02/26	<b>Planning Fees</b>	Cabinet/ Council	No		May 2026	<b>Louise Hryniw</b> ☎02476 376310	<b>Kevin Hollis</b> ☎02476 376143	Planning and Enforcement	Business, Regen & Planning
16/03/26	<b>Street Naming and Numbering Fees</b>	Cabinet/ Council	No		May 2026	<b>Louise Hryniw</b> ☎02476 376310	<b>Kevin Hollis</b> ☎02476 376143	Planning and Enforcement	Business, Regen & Planning

27/02/26	<b>Corporate Plan Delivery Plan Year 1</b>	Cabinet	No		June 2026	<b>Tom Shardlow</b> ☎02476 376004	<b>Tom Shardlow</b> ☎02476 376004	Resources and Central Services	Health & Corp Resources
27/11/25	<b>Tenant Satisfaction Measures 2025/26</b>	Cabinet	No		June 2026	<b>Dawn Dawson</b> ☎02476 376408	<b>Dawn Dawson</b> ☎02476 376408	Housing	Housing & Comm
31/10/25	<b>Negotiated Stopping Places</b>	Cabinet	No		June 2026	<b>Louise Hryniw</b> ☎02476 376310	<b>Kevin Hollis</b> ☎02476 376143	Planning and Enforcement	Business, Regen & Planning
30/09/25	<b>Warwickshire Health and Wellbeing Strategy</b>	Cabinet	No		June 2026	<b>Katie Memetovic-Bye</b> ☎02476 376147	<b>Kevin Hollis</b> ☎02476 376143	Leisure & Health	Env & Leisure
16/03/26	<b>Commencement of new Local Plan</b>	<b>Cabinet</b>	<b>No</b>		<b>June 2026</b>	<b>Louise Hryniw</b> ☎02476 376310	<b>Kevin Hollis</b> ☎02476 376143	<b>Planning and Enforcement</b>	<b>Business, Regen &amp; Planning</b>
31/03/25	<b>Pingles Decarbonisation Closure</b>	Cabinet	No		<b>July 2026</b>	<b>Katie Memetovic-Bye</b> ☎02476 376147	<b>Kevin Hollis</b> ☎02476 376143	Leisure & Health	Env & Leisure

24/12/25	<b>Medium Term Financial Strategy</b>	Cabinet/ Council	No		July 2026	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resource s
31/07/25	<b>General Fund Revenue Outturn 2025/26</b>	Cabinet	No		July 2026	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resource s
31/07/25	<b>HRA Revenue Outturn 2025/26</b>	Cabinet	No		July 2026	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resource s
31/07/25	<b>Capital Outturn 2025/26</b>	Cabinet	No		July 2026	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resource s
31/07/25	<b>Collection Fund 2025/26</b>	Cabinet	No		July 2026	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resource s
31/07/25	<b>Treasury Annual Report 2025/26</b>	Council	No		July 2026	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resource s

31/05/23	<b>Asset Management Plan</b>	Cabinet	No		September 2026	Jonathan White/ ☎02476 376549	<b>Dawn Dawson</b> ☎02476 376408	Business & Regeneration	Business, Regen & Planning
30/09/25	<b>General Fund Budget Monitoring Q1</b>	Cabinet	No		September 2026	Liam Brown ☎02476 376275	Victoria Summerfield ☎02476 376002	Resources & Central Services	Health & Corp Resources
30/09/25	<b>Housing Revenue Account Budget Monitoring Q1</b>	Cabinet	No		September 2026	Liam Brown ☎02476 376275	Victoria Summerfield ☎02476 376002	Resources & Central Services	Health & Corp Resources
30/09/25	<b>Capital Monitoring Q1</b>	Cabinet	No		September 2026	Liam Brown ☎02476 376275	Victoria Summerfield ☎02476 376002	Resources & Central Services	Health & Corp Resources
27/11/25	<b>Draft Budget 2027/28</b>	Cabinet	No		November 2026	Liam Brown ☎02476 376275	Victoria Summerfield ☎02476 376002	Resources & Central Services	Health & Corp Resources
24/12/25	<b>General Fund Budget Monitoring Q2</b>	Cabinet	No		November 2026	Liam Brown ☎02476 376275	Victoria Summerfield ☎02476 376002	Resources & Central Services	Health & Corp Resources

24/12/25	<b>Housing Revenue Account Budget Monitoring Q2</b>	Cabinet	No		November 2026	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resources
24/12/25	<b>Capital Monitoring Q2</b>	Cabinet	No		November 2026	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resources
27/02/26	<b>General Fund Budget 2027/28</b>	Cabinet/Council	No		February 2027	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resources
27/02/26	<b>Housing Revenue Account Budget 2027/28</b>	Cabinet/Council	No		February 2027	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resources
27/02/26	<b>Treasury Strategy 2027/28</b>	Council	No		February 2027	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resources
27/02/26	<b>Capital Budget 2027/28</b>	Cabinet/Council	No		February 2027	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resources

27/02/26	<b>Local Council Tax Support Scheme</b>	Cabinet/ Council	No		February 2027	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resource s
27/02/26	<b>Medium Term Financial Strategy</b>	Cabinet/ Council	No		February 2027	<b>Liam Brown</b> ☎02476 376275	<b>Victoria Summerfield</b> ☎02476 376002	Resources & Central Services	Health & Corp Resource s

#### Cabinet – Exempt Items

<b>Date entered:</b>	<b>Item - Description</b>	<b>Committee</b>	<b>In Private Session</b>	<b>Reason for Item being Considered in Private Session</b>	<b>Date</b>	<b>Report Author</b>	<b>Person Responsible</b>	<b>Cabinet Portfolio</b>	<b>OSP</b>
13/10/25	<b>Regeneration Projects Update</b>	Cabinet	Yes	The report will contain information relating to the financial or business affairs of any particular person (including the Authority holding the information)	April 2026	<b>Jonathan White</b> ☎02476 376549	<b>Dawn Dawson</b> ☎02476 376408	Business & Regeneration	Business, Regen & Planning

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**Individual Cabinet Member Decisions**

<b>Date entered:</b>	<b>Item - Description</b>	<b>Portfolio Holder</b>	<b>In Private Session</b>	<b>Reason for Item being Considered in Private Session</b>	<b>Date</b>	<b>Report Author</b>	<b>Person Responsible</b>	<b>OSP</b>

**Individual Cabinet Member Decisions – Exempt Items**

	None							
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**Officer Decisions**

Date entered:	Item - Description	Directorate	In Private Session	Reason for Item being Considered in Private Session	Date	Report Author	Person Responsible	Cabinet Portfolio	OSP
	None								
<b>Officer Decisions – Exempt Items</b>									

The Cabinet Members are:

- Resources & Central Services (Leader) - Councillor S. Hey
- Housing (Deputy Leader) - Councillor C. Watkins
- Communities & Public Services - Councillor K. Price
- Leisure & Health - Councillor B. Hughes
- Business & Regeneration - Councillor N. King
- Planning & Enforcement - Councillor T. Venson

Observer:

- Leader of the Main Opposition Group - Councillor K. Wilson

Dated: 16<sup>th</sup> March 2026

Signed: S. Hey (Leader of the Council)

**Environment and Leisure OSP – Work Programme 2025/26**

Meeting dates: 19<sup>th</sup> June 2025, 16<sup>th</sup> October 2025, 5<sup>th</sup> February 2026, Additional 26<sup>th</sup> March 2026

<b>Date Added</b>	<b>Lead Officer</b>	<b>Title</b>	<b>Description</b>	<b>Scrutiny/ Overview</b>	<b>Proposed Committee Date</b>	<b>Include in 2026/27 Work Programme</b>	<b>On Agenda 2025/26 or Briefing Note</b>
	TBC	Climate Action and Sustainability Plan	Public consultation finished, report will be at next OSP in February 2026.		Deferred		
3/10/24	Katie Memetovic-Bye/ David Truslove	Collection of waste from bins in parks and greenspace	To look at creating cohesion between the Council and Glendale collections, the size of the bins and budget implications	Briefing note	Date to be confirmed by the Chair.		
16/10/25	Katie Memetovic-Bye/ Alastair Blunkett	Sea Cadets – Access to Open Water	Further information be brought back to the next Environment and Leisure OSP held in February 2026 on the implications of the lease in respect of the operation of the site.		26 <sup>th</sup> March 2026		