

Executive Board – 19th March 2024

Subject:	Forest Recreation Ground Sports Zone Improvement Project
Corporate Director(s)/Director(s):	Colin J Parr, Corporate Director of Communities, Environment and Resident Services. Mary Lester, Director of Residents Services
Portfolio Holder(s):	Cllr Corall Jenkins, Portfolio Holder for Energy, Environment and Waste Services and Parks
Report author and contact details:	Eddie Curry Head of Green Space and Natural Environment eddie.curry@nottinghamcity.gov.uk 07949 061 135
Other colleagues who have provided input:	Anthony Heath, Senior Solicitor John West, Strategic Asset Management Business Partner Sohaib Chaudry, Senior Commercial Business Partner (Communities, Environment & Resident Services) Sue Oliver, Procurement Category Manager - Places Thomas Straw, Senior Accountant (Capital Programmes)
Subject to call-in:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Key Decision:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Criteria for Key Decision:	
(a)	<input checked="" type="checkbox"/> Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings of £750,000 or more taking account of the overall impact of the decision
and/or	
(b)	Significant impact on communities living or working in two or more wards in the City <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Type of expenditure:	<input type="checkbox"/> Revenue <input checked="" type="checkbox"/> Capital If Capital, provide the date considered by Capital Board Date: 2 nd August 2023
Total value of the decision:	£2,565,668
Section 151 Officer expenditure approval	Has the spend been approved by the Section 151 Officer? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/a Spend Control Board approval reference number: 7416 – 20/2/24
Wards affected:	Hyson Green and Arboretum.
Date of consultation with Portfolio Holder(s):	21st February 2024
Relevant Council Plan Key Outcome:	
Clean, Green and Connected Communities	<input checked="" type="checkbox"/>
Keeping Nottingham Working	<input type="checkbox"/>
Carbon Neutral by 2028	<input type="checkbox"/>
Safer Nottingham	<input type="checkbox"/>
Child-Friendly Nottingham	<input type="checkbox"/>
Living Well in Our Communities	<input checked="" type="checkbox"/>
Keeping Nottingham Moving	<input type="checkbox"/>
Improve the City Centre	<input type="checkbox"/>
Better Housing	<input type="checkbox"/>
Serving People Well	<input checked="" type="checkbox"/>
Summary of issues (including benefits to citizens/service users):	
This report provides details of the Forest Recreation Ground Sports Zone Improvement Project. The project seeks to transform the existing sand-based football pitch into a new 3 rd Generation (3G) rubber crumb football pitch and construct a 90m ² extension to the existing building, improve the fencing around the site and improve the access arrangements for both pitches, as detailed in Appendix 1.	

Since its construction in 2015, in partnership with Nottingham Forest Community Trust, (NFCT), the Forest Recreation Ground Sports Zone has become a premier community facility and provides a range of Football Development and other sports activities, for both the local community and teams from around the city. The facilities are highly utilised and are always busy delivering a range of sports activities. The lower pitch, contained within the Forest Recreation Ground Sports Zone is sand-based and was originally funded by Sport England. As a condition of the Sport England grant the council agreed to set up a Forest Multi Use Activity Pitch sinking fund to help pay for the replacement of the sand-based pitch. The sand-based pitch is now past its operational best and requires replacement in line with the Sport England conditions.

To enable NCC to further improve the facilities at the site, funding has been secured from Nottingham Trent University (NTU), who are keen to be involved at this site to help provide use for both the University and the local community. Additional funding is to be secured from the Football Foundation. Once secured, the report seeks approval to accept the funding, subject to the Terms and Conditions of the grant and the Legal Information Pack and the Key Provisions Agreement with NTU, which are included in Appendices 2, 3 and 4.

Partnership funding from the Football Foundation, NFCT and NTU, will provide further match funding against the existing sinking fund contributions, which will fully fund the project. This equates to 93% partnership funding and 7% sinking funding contributions. Details of which can be found in Section 6 of this report.

Further work is required to allow the Football Foundation grant funding application to be submitted. The SCAPE Framework contractor will require an order to be raised to allow the detailed design work for the construction work to be progressed and Planning application to be submitted. The Football Foundation require an instruction to progress to appoint a supplier to progress detailed design work for the pitches and to progress the Planning approval for this element.

The project will be managed and delivered by the Council's Major Projects team, in partnership with Nottingham Forest Community Trust, and other funding partner organisations. Details of external funding are included in Section 6 of this report.

Does this report contain any information that is exempt from publication?

No

Recommendation(s):

1. To approve the project as detailed in the Forest Sports Zone Improvement proposals (Appendix 1) subject to:
 - a. Capital Board endorsement and agreement to treat the project as an in-year fully funded addition to the capital programme.
 - b. Director of Residential Services, Finance, Procurement, Spend Control Panel and Section 151 Officer approval.
 - c. Confirmation of funding and conditions to be imposed being the same as those attached as appendices 2, 3 and 4.
 - d. Acceptance of partnership funding from Nottingham Trent University, subject to a Management Agreement and Investment Agreement being in place before entering into a contract to deliver the project.
2. To approve the submission of the match funding application to the Football Foundation and

approve the acceptance of the grant if the application is successful. The project will not progress into the delivery phase until all the external funding is secured.

3. To delegate the authority to the Director of Residential Services, to carry out the procurement process and enter into contracts (in accordance with the Public Contract Regulations 2015 and the Council's constitution) relating to the project, subject to review by Legal Services or external lawyers.

4. To delegate the authority to the Director of Residential Services to agree the refreshed Deed of Dedication, subject to review by Legal Services or external lawyers, this will be finalised once the Grant has been awarded and before entering into contract.

5. To delegate the authority to the Director of Residential Services to approve the refreshed Management Agreement with Nottingham Forest Community Trust and Nottingham Trent University, subject to review by Legal Services or external lawyers and to reflect the Concession Contract Regulations 2016.

6. To delegate the authority to the Director of Residential Services to enter into an Investment Agreement with Nottingham Trent University.

1. Reasons for recommendations

1.1 The initial Forest Recreation Ground Sports Zone (FSZ) project was completed in 2015 utilising Sport England funding. A condition and contractual obligation of the Sport England grant was that the Council should set aside monies in a Forest Multi Use Activity Pitch (FMAP) sinking fund to replace and upgrade the existing sand-based pitch when it came to its end of life.

1.2 The FSZ provides a sporting hub for local people and encourages them to be active and improve their physical and mental wellbeing. Embracing the diversity, positivity and enthusiasm of its community, and offers a safe and professional environment for local people to engage in physical activity, skills training, organised sport and helps divert young people away from crime and anti-social behaviour.

1.3 The existing community building is no longer adequate to address the needs of those using the facility. Additional meeting rooms are required along with improved access facilities. These improvements can be delivered within the funding available.

1.4 Partnership funding from the Football Foundation and Nottingham Trent University (NTU) will provide 93% of the total funding requirement to deliver this project, with the remaining funds taken from the Council's FMAP Sinking Fund.

1.5 The delivery of the programmes will continue to be delivered under the existing management agreement with Nottingham Forest Community Trust (NFCT). This agreement will be amended to reflect any new or amended conditions, the Concession Contract Regulations 2016 and the investment from NTU.

1.6 Major Projects will be responsible for the management of this project, as this is a Council asset.

1.7 The Programme of works will be carried out in line with the table below.

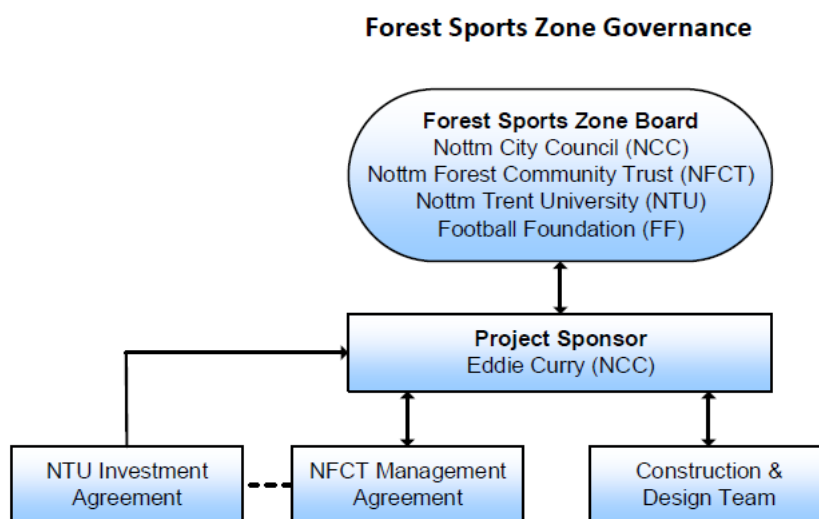
Activity	Start Date	End Date
Complete draft management agreement,	March 2024	01 October 2024

investment agreement and access agreement		
NCC Executive Board Approval	08 January 2024	19 th March 2024
Provide the contractor and the Football Foundation an order/ instruction to progress detailed design, tender processes and seek Planning approval to allow grant application to be submitted		Required by March 2024
Develop design for planning	February 2024	April 2024
Planning approval (preparation, submission and determination)	March 2024	July 2024
RIBA Stage 4 Detailed Design	10 April 2024	06 June 2024
Tender Period	13 June 2024	24 July 2024
Value Engineering	24 July 2024	18 August 2024
Submit bid to Football Foundation	01 October 2024	14 October 2024
Outcome of Football Foundation bid	25 January 2025	25 January 2025
Refresh Cost Plan	August 2024	August 2024
Mobilisation	January 2025	January 2025
Construction	February 2025	August 2025

2. Background (including outcomes of consultation)

- 2.1 The original FMAP was funded by a grant from Sport England and constructed in 2007/8. A condition of the grant funding was for the council to make annual contributions and to maintain a sinking fund, ring-fenced for the future upgrade and replacement of the FMAP playing surface. The FMAP is now in need of replacement, and as the facility is part of the FSZ, the opportunity to upgrade the facility, has been identified as a more suitable option rather than just renewing a sand-based pitch. Details of the proposals can be found in Appendix 1.
- 2.2 The FSZ has been directly managed by NFCT since its construction in 2015. It has become a very well used and integral asset for the community. It has developed a national reputation and is renowned as being one of the most heavily utilised Football / Multi Use Sports Facilities in the country. The proposals will continue to meet the local demand and help to improve the availability to 3G facilities and provide improved access arrangements around the site.
- 2.3 In May 2019, the Nottinghamshire Football Associations Local Football Facilities Plan identified the FSZ as the number one priority in for Football investment in Nottingham. It offered the opportunity of grant funding to develop the site further.
- 2.4 The City Council's current playing pitch strategy (2018, see appendix 7) also identifies the need for a further artificial pitch in the central area and upgrading the sand based pitch will enable vastly improved usage numbers than currently available on the sand based pitch. The local Football Association has also identified these facilities in their facility strategy as a key football development priority for the City.
- 2.5 It is recognised that the existing community building is no longer adequate to address the needs of those using the facility. Additional meeting rooms, and improved access is now required. These improvements can be delivered within the funding available as outlined in Section 6 of this report.
- 2.6 NTU have approached NFCT and offered significant funding towards the project. A condition of this funding is that the Council and NTU enter into an investment

agreement. This will guarantee funding from NTU, and will clarify their requirement of use, and conditions of funding. This agreement will be prepared by external lawyers and will feed into the existing management agreement, between the Council and NFCT. This will ensure that requirements of use, set out by NTU, are passed on to NFCT.



- 2.7 The project team have been working with a SCAPE framework contractor, who has undertaken feasibility works and provided a cost estimate and programme for the proposed work. The contractor will now progress the feasibility works to the detailed design stage to allow for the works to be tendered and the grant application to be submitted. The Football Foundation has been instructed to progress designs and gain costs for the football pitch and to gain Planning approval.
- 2.8 Over the last year, a number of consultation exercises have been undertaken by NFCT. These consultations have engaged with the football community, and other interested groups such as the Forest Recreation Ground Development Group. Having listened to consultees, the current proposal has been scaled back to minimise the impact on the site. Further consultations are planned to take place over the next 6 months as part of the planning approval process for the project.
- 2.9 Sport England and England Hockey have been consulted on the project proposals and are agreed in principle for them to proceed. The relocation of the two remaining hockey teams, from neighbouring Boroughs, has been agreed by Hockey England. Sport England will provide further comments / approval of the proposals as part of the formal Planning application process.
3. **Other options considered in making recommendations**
- 3.1 **Do Nothing:** This is not an option and has been rejected. It is a condition of the existing Management Agreement and capital funding, that the existing FMAP must support the delivery of the site’s Football Development Plan, and that the facility is maintained “Fit for Purpose”. The existing FMAP carpet, fencing and floodlights are close to the end of life, and the pitch is no longer sustainable in its current state. There is also a risk of losing the capital investors if no action is taken.
- 3.2 **Deliver the original plan** to realign the pitch and additional changing/ training and office building. This option was rejected as cost estimate were too high and it was not favoured at recent public consultation events.

- 3.3 **Reinstate the sand based pitch.** This option has been rejected as the sand-based pitch is considered outdated, and not a suitable playing surface needed to support the sites continued delivery and improvements to the football development programme.
- 3.4 **Deliver a new 3G and site improvement.** This option has been approved, as it will deliver the required investment to the pitch, as per the original Sport England grant condition. The new facility will enhance the quality of the site and improve the delivery of the football development programme

4. **Consideration of Risk**

- 4.1 Risk associated with the project relate to being unable to secure the grant funding from both the Football Foundation and NTU. This risk is mitigated through communication with the funders who have ensured that this project is prioritised in advance of bid submissions.
- 4.2 Risk associated with the project costs over running. This risk is mitigated through detailed feasibility work. Detailed costs estimates have been obtained, in order to support the project costings. Significant contingency sums have been included within the project costing, and final options to de-scope the works have been identified in order to avoid cost overrun.
- 4.3 If the Football Foundation grant is unsuccessful the project will be re-scoped to only include the resurfacing of the lower pitch from the sinking fund contributions. In this case, the additional work will not be completed and the funding arrangements and partnership with NTU will no longer exist. Only work that can be funded within the Forest Multi Use Activity Pitch sinking fund contributions will be completed.
- 4.4 Other risks include the updating of the existing management agreement and access agreement, and the preparation of the new management agreement between the Council and NTU. Without these revisions being in place, the funders will not commit to their funding contribution. This risk will be mitigated through the appointment of an external legal company, who will be commissioned to undertake the revision of both the Management Agreement with NFCT and the Investment Agreement with NTU.

5. **Best Value Considerations, including consideration of Make or Buy where appropriate**

Table 2 Best Value Assessment	
Best Value Themes	Response
DIY- do it yourself through redesign	The FSZ is outsourced to NFCT, and the City Council, as landowner, is required to take the lead on the project delivery and work in partnership with NFCT and the Funding Partners. There is no other option available to secure the funding or deliver the improvements.
BIY- buy it yourself e.g. procurement	The Project requires the partnership with NFCT to continue, as this provides the best strategic partnership, and ensures that the football development objectives are fully delivered in-line with the both the

	existing Sport England Grant and the new application to the Football Foundation.
DIWO- do it with others e.g. shared services/ partnerships with local authorities	The partnership with NFCT and NTU has been established in order to secure the Football Foundation Grant. Without the partnership the project would not be successful in securing the external Grant funding.
DIFO – do it for others- trading and income enhancement	The council has rejected this option as the delivery of football development activities is not the Councils core business, and the partnership with NFCT has provided an appropriate vehicle to improve the site and deliver an enhanced Programme of football development activity.
REDUCE- service standards commensurate with affordability	To reduce the proposal to just replacing the Sand-based pitch with a replacement sand-based pitch has been rejected, as this option would not enhance the service offer or help to further enhance the football development Programme. This option would fail to take full advantage of the external funding and would not help to enhance the quality of the facilities.
STOP	To stop the project has been rejected as this will not enable the council to discharge the sport England Grant conditions nor will it help to secure the external grants or deliver the improvements or develop the FSZ site.

6. Finance colleague comments (including implications and value for money/VAT)

6.1 Capital Finance Implications

6.2 The following table confirms the project requires a capital budget of £2.6m, of which £270k (i.e. 10.4%) contingency. If the budget is insufficient to complete the planned works the project will have to either be de-scoped or further resource be identified.

6.3 No additional capital funding is currently available following the issue of the Section 114 report as all capital resources are fully committed in accordance with the Capital Strategy.

Element	£
Capital Expenditure	
Feasibility Build Cost	1,186,066
Planning Fees	5,000
Legal fees	100,000
Project Management	25,000
QS	12,000
CDM	7,000
Contingency	250,000
New 3G Lower pitch	1,000,000
Biodiversity / Habitat Improvements	10,000
Total Forecast Expenditure	2,595,066

Capital Funding	
Nottingham City Council (FMAP Sinking Fund)	(260,000)
Unsecured Grants	
Nottingham Trent University	(530,000)
Football Foundation Funding Request	(1,795,668)
Total Capital Funding	(2,585,668)

6.4 The project cannot be added to the Capital Programme until it has been endorsed by the Capital Board and the funding unsecured funding as identified in Table 3 has been secured.

6.5 Following formal approval and endorsement by the Capital Board this project will be classified as a Planned Scheme which means resources cannot be committed. It will only move to approved once all the external grant has been secured. All expenditure will need to be approved in accordance with the spending controls in place following the Council issuing a Section 114 report.

6.6 Taxation Position

6.7 No VAT exempt income is going to be generated from this project and therefore the Council will be able to recover all input VAT incurred on expenditure on this scheme.

Tom Straw, Senior Accountant (Capital Programmes) – 11th January 2024

6.8 This report shows the need for the Forest Multi Activity Pitch to be improved so it is up to standard providing a transformation of the sand-based football pitches into 3G rubber crumb football pitches, as well as improving the fencing and access around the site. The cost implication for this is a large substantial amount of £2.6m.

6.9 This project intends to use only £260k worth of Nottingham City Council Resources; money has been contributed to a sinking fund over the last 10 years due to the maintenance required of the sand-based football pitches, a requirement previously set as per the terms of the initial grant for the funding from Sports England.

6.10 The current proposal would be a more transformational use of the sinking fund as the total cost of the project £2.6m, with additional funding being provided by Nottingham Trent University and the Football Foundation, which would not be otherwise available for such a large and beneficial transformation for the site.

6.11 The benefits for this project are much higher from a social and financial perspective due to the scale of work involved and the value of the transformation the area will receive in the quality of football pitches. If the external funding were not available, the sand-based pitches would be maintained instead of transforming to higher quality 3G pitches, which would be a loss to the area.

Sohaib Chaudhry, Senior Commercial Business Partner (Communities, Environment & Resident Services Directorate) – 9th January 2024

7. Legal colleague comments

- 7.1 This report seeks approval of the proposed Forest Sports Zone Improvement project (subject to a number of conditions), approval to make an application for Grant funding from the Football Foundation, delegation to the Director of Residential Services to procure and enter into required contracts, delegation to the Director of Residential Services to agree an updated Deed of Dedication, delegation to the Director of Residential Services to approve a refreshed Management Agreement with NFCT and NTU and delegation of authority to the Director of Residential Services to enter into an Investment Agreement with NTU.
- 7.2 At present, the FSZ operates primarily pursuant to a Management Agreement dated 23 September 2014 between the Council and Nottingham Forest Football Club in the Community (mainly addressing operational arrangements) and a Deed of Dedication between the Football Foundation and the Council (which prohibits the Council from using the area subject to the Grant for any other use, thus creating a level of security for the Football Foundation). There are also conditions attached to the original Sport England grant, as referred to in the report. It is assumed the rights Djanogly City Academy have in respect of the Multi Activity Pitch do not impact on the proposed project or that such rights will have been terminated when the new arrangements commence.
- 7.3 The proposed project, and funding proposals, will require amendments to the existing Management Agreement and fresh Deed of Dedication. There will also need to be a new agreement setting out the terms of the investment by NTU, construction contracts and potentially other legal agreements. These various agreements will be between different organisations which means there will not be an easy 'read-across' between the agreement but the agreements will be closely connected and, on occasions, rely on other agreements for operation and enforcement of agreed contractual rights – in particular, in relation to any right or benefit for NTU agreed between the Council and NTU in the proposed Investment Agreement, it will be for the Council in the amended Management Agreement between the Council and NFCT to ensure that right or benefit for NTU is included, and enforced, using the amended Management Agreement. It remains, therefore, a high-risk approach to look to develop or amend one agreement in isolation from the other relevant agreements. It should also be noted that the new or amended Deed of Dedication will link to both the amended Management Agreement and the proposed Investment Agreement.
- 7.4 Whilst the report references an agreement in principle from Sport England to the proposals, it would be prudent to check that all the existing conditions of the original Sport England funding are being, and will continue to be, complied with should this project proceed as envisaged and that, in due course, the agreement in principle become an unconditional agreement.
- 7.5 One of the conditions for the recommendation to approve the proposed FSZ Improvement project is that the conditions of funding are the same as those at Appendices 2, 3 and 4. It would be prudent for Appendices 2 and 3 to be reviewed by the relevant team within Legal Services after they have been reviewed from an operational perspective and client colleagues confirm that the Council can meet all the conditions being imposed on the Council.
- 7.6 Appendix 4, titled 'Forest Sports Zone Agreement – key provisions' has been reviewed by Legal Services as a 'heads of terms' type agreement. It is not, as

it is drafted, in a state that is either legally enforceable or that it would be advisable for the Council to agree. Further work is required to develop that document, in any event, into a legally enforceable agreement that the Council would be content to be bound by. That agreement will then need further development to reflect and be reflected in the proposed amended Management Agreement. It is unclear, based on this draft of the document and previous advice given, on what basis it is stated that funding has been “secured from Nottingham Trent University (NTU)”?

7.7 The procurement processes referenced in this report will need to comply with the Council’s constitution and the regulations specified. The Public Contract Regulations 2015 and the Concession Contract Regulations 2016 will be replaced, later this year, by the Procurement Act 2023. Any process undertaken should, therefore, ensure it complies with the Procurement Act 2023, either as a necessity depending on when those procurements are undertaken, or as best practice. Further, the proposed amendment to the Management Agreement (which it is understood will still be between the Council and NFCT, and not include NTU despite how Recommendation 6 is drafted) will also need to reflect the requirements of the Procurement Act 2023, as a necessity depending on when that new arrangement is effective from or as best practice.

7.8 It is unclear whether the value of the decision includes the potential legal costs of external legal support for the project. As noted above, this is a project where the inter-relationship between various agreements adds a level of complexity to an already substantial project in legal terms. Legal Services can support a process to identify an external law firm to support this project using the EMLawshare arrangement, which offers the Council preferential hourly rates. The time for potentially undertaking a mini-competition to identify a law firm needs to be factored into the overall timetable unless the Director for Legal and Governance or the Head of Legal agree there is a compelling argument for a direct award using the EMLawshare arrangement.

Anthony Heath (with support from Helen Ball), Senior Solicitor – 9th January 2024

8. **Other relevant comments**

8.1 **Procurement**

8.1.1 If the Delivery Model Assessment is approved, and the grant application is successful, then Procurement will work with the client to ensure all procurement activity is compliant with Public Contract Regulations, the Councils Contract Procedure Rules and the procurement funding obligations. The Commercial Strategy for the scheme will need to be submitted to the Commercial Oversight Board (COB) prior to going to CPEC or Executive Board.

Sue Oliver, Procurement Category Manager – Places

8.2 **Property**

8.2.1 There are existing agreements in place with NFCT to manage the FSZ, and consideration will need to be given as to whether these require amendment or re-issue as a result of the recommendations of this report.

- 8.2.2 The Forest Recreation Ground as a whole, due to its historic means of acquisition by way of Inclosure Awards, cannot be treated in the same way as General Fund holdings of the council and as a result, careful consideration must be given to all elements of these report recommendations to ensure they align with these specific obligations. Property colleagues will work with the Parks Team and Major Projects on all these agreements to ensure the best possible outcome.
- 8.2.3 The Football Foundation require a new Deed of Dedication placing on the title restricting any disposition of the land without their consent for a clawback period of 21-years. The specifics of this requirement have not yet been explored along with Legal Services and Parks colleagues, to ensure that it only relates to the specific area of land benefitting from their grant and does not impede other elements of the Forest Recreation Ground.
- 8.2.4 There is a requirement for a Licence to occupy to be entered into with Nottingham Trent University to secure specific times of use in exchange for a release of funds to assist in construction costs. This requires careful and detailed discussion to ensure that it is robust for all parties and in-line with other requirements of the title, policy, and other agreements already in place or proposed to be put in place. Property have not yet seen draft heads of terms but will work with Parks Team colleagues to ensure an appropriate agreement is reached. Precedent does exist within the city however for this type of arrangement.

John West, Strategic Asset management Business Partner – 16/05/2023

9. **Crime and Disorder Implications (If Applicable)**

- 9.1 The FSZ project was originally designed to both regenerate abandoned areas with the park and to transform the quality of the sporting facility that could be available for the community. In providing the facility and by continuing to improve the quality of the service offer the FSZ team are able to provide many hours of positive engagement and sporting diversional activities. For some these activities provide opportunities for training and development and help to reduce anti-social behaviour within the local area.

10. **Social value considerations (If Applicable)**

- 10.1 The FSZ provides many improvements for the local community and the facilities have not only help to improve the visual appearance of the park but they also provide training and job opportunities for many local people who have accessed the training programmes delivered by the FSZ Team.

11. **Regard to the NHS Constitution (If Applicable)**

- 11.1 The FSZ provides a safe place for all the local community to engage in a range of sporting and healthy lifestyle activities. In doing so, the facility helps to improve both the physical and mental health of the local community.

12. **Equality Impact Assessment (EIA)**

- 12.1 Has the equality impact of the proposals in this report been assessed?

No
An EIA is not required because:

Yes

Attached as Appendix 5, and due regard will be given to any implications identified in it.

13. **Data Protection Impact Assessment (DPIA)**

13.1 Has the data protection impact of the proposals in this report been assessed?

No

A DPIA is not required because the current proposals do not include the collection of personal data, CCTV or video monitoring, if the scope of work changes, contact will be made with Information Compliance to progress the DPIA ahead of any proposals being implemented.

Yes

14. **Carbon Impact Assessment (CIA)**

14.1 Has the carbon impact of the proposals in this report been assessed?

No

A CIA is not required because:

Yes

Attached as Appendix 6, and due regard will be given to any implications identified in it.

15. **List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)**

15.1 None.

16. **Published documents referred to in this report**

16.1 Executive Board Report. Forest Recreation Ground Sports Zone Improvement Project 16th April 2013.