

 Overview and Scrutiny Committee 28 November 2017		Agenda Item No. 9
Title	Annual Feedback on Outside Appointments	
For further information about this report please contact	Lesley Dury, Committee Services Officer Andrew Jones, Deputy Chief Executive & Monitoring Officer	
Wards of the District directly affected		
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No	
Date and meeting when issue was last considered and relevant minute number	1 November 2016	
Background Papers	None	

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No
Equality Impact Assessment Undertaken	No
Not required as it concerns outside appointments.	

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	18/10/2017	Andrew Jones
Head of Service		Not Applicable
CMT	18/10/2017	Andrew Jones
Section 151 Officer		Not Applicable
Monitoring Officer	18/10/2017	Andrew Jones
Finance		Not Applicable
Portfolio Holder(s)		Not Applicable
Consultation & Community Engagement		
Not Applicable		
Final Decision?		Yes
Suggested next steps (if not final decision please set out below)		

1. **Summary**

1.1 This report details:

- the annual statement of work undertaken by Outside Bodies written by the Councillor(s) who represent this Council on that Outside Body (Appendix 1); and
- the criteria used by the Deputy Chief Executive and Monitoring Officer to determine whether the appointment of a Councillor to an Outside Body is required (Appendix 2).

2. **Recommendation**

2.1 That the Overview and Scrutiny Committee note the contents of the annual statement of work (Appendix 1).

2.2 That the Overview and Scrutiny Committee decide whether any Councillors serving on Outside Bodies attend a future meeting to give further detail of the work of the Body and their involvement.

2.3 That the Overview and Scrutiny Committee agree the criteria used by the Deputy Chief Executive and Monitoring Officer to determine whether the appointment of a Councillor to an Outside Body is required (Appendix 2).

2.4 That the report delivered to Overview & Scrutiny Committee and/or Council at the start of the Municipal Year stipulates the applicable criteria as assessed by the Deputy Chief Executive and Monitoring Officer against each Outside Body.

3. **Reasons for the Recommendation**

3.1 It was agreed that each year, Councillors who serve on Outside Bodies should submit an annual statement of the work undertaken by the body they served upon and this should be submitted to the Overview and Scrutiny Committee.

4. **Policy Framework**

4.1 **Fit for the Future (FFF)**

The Council's FFF Strategy is designed to deliver the Vision for the District of making it a Great Place to Live, Work and Visit. To that end amongst other things the FFF Strategy contains several Key projects.

The FFF Strategy has 3 strands – People, Services and Money and each has an external and internal element to it. The table below illustrates the impact of this proposal if any in relation to the Council's FFF Strategy.

FFF Strands		
People	Services	Money
External		
Health, Homes, Communities	Green, Clean, Safe	Infrastructure, Enterprise, Employment
<u>Intended outcomes:</u> Improved health for all Housing needs for all met Impressive cultural and	<u>Intended outcomes:</u> Area has well looked after public spaces All communities have access to decent open	<u>Intended outcomes:</u> Dynamic and diverse local economy Vibrant town centres Improved performance/

sports activities Cohesive and active communities	space Improved air quality Low levels of crime and ASB	productivity of local economy Increased employment and income levels
Impacts of Proposal		
Nil	Nil	Nil
Internal		
Effective Staff	Maintain or Improve Services	Firm Financial Footing over the Longer Term
<u>Intended outcomes:</u> All staff are properly trained All staff have the appropriate tools All staff are engaged, empowered and supported The right people are in the right job with the right skills and right behaviours	<u>Intended outcomes:</u> Focusing on our customers' needs Continuously improve our processes Increase the digital provision of services	<u>Intended outcomes:</u> Better return/use of our assets Full Cost accounting Continued cost management Maximise income earning opportunities Seek best value for money
Impacts of Proposal		
Nil	Nil	Nil

4.2 **Supporting Strategies**

Each strand of the FFF Strategy has several supporting strategies; however, this report is for governance purposes. However, Members need to be mindful of the objectives above, when making their appointments.

4.3 **Changes to Existing Policies**

There are no changes to existing policies.

4.4 **Impact Assessments**

There are no new policy changes in respect of Equalities.

5. **Budgetary Framework**

5.1 This report does not have any financial or budgetary implications for the Council.

6. **Risks**

6.1 There are no risks associated with this report.

7. **Alternative Option(s) considered**

7.1 No alternative options have been considered because this method to review the work undertaken by Outside Bodies was agreed by the Overview and Scrutiny Committee at its meeting on 10 September 2013.

8. **Background**

- 8.1 In 2011, there was a review of outside appointments. As part of this review, it was agreed that each year all Councillors on outside bodies would be required to produce an annual statement on the work undertaken by the body. This would be made available to all Councillors electronically and could be requested to be presented to a Scrutiny Committee for consideration if a Member had concerns. This did not happen.
- 8.2 It was then agreed amongst Group Leaders that a report be brought to Scrutiny Committee each year which contains a simple update from each Councillor on their outside appointment.
- 8.3 Committee Services would coordinate this by requesting the information twice from the Councillor. If a response is not received following two requests a nil response will be recorded in the report. For this year's report, the two requests were sent out on 9 August and 25 September. Very few reports were returned as a result of these two requests, so a third request was sent out on 16 October.
- 8.4 It was agreed that November would be the appropriate time for the report to come to the Overview and Scrutiny Committee. This is the third year that the system has been implemented.
- 8.5 Council agreed the following criteria for appointing a Councillor to an outside body:
1. A body or partnership to which the Council provides significant financial contribution;
 2. An established Council partnership with agreements in place;
 3. A body or partnership to which the Council is obliged to appoint a Member;
 4. A body or partnership which relates to the management of an asset of the Council; or
 5. Appointments made at the discretion of the Council.
- 8.6 It should be noted that the outside appointments are made on a politically proportionate basis i.e. the numbers allocated are proportionate to the number of Councillors in each Group on the Council.
- 8.7 The original intention of the annual reports was to not only understand what was happening with the outside appointments but to also see if there were ones where the appointments could cease. The appointments where no contact has been received for over 12 months will now be contacted by the Democratic Services Manager and Deputy Monitoring Officer with a view to cancelling the appointment.
- 8.8 At the 31 May 2017 meeting of the Overview & Scrutiny Committee, Members considered a report in which the Deputy Chief Executive & Monitoring Officer stated his recommendations on which Outside Bodies should continue to be supported with a Councillor representative. Members requested that they should be given information on how the Deputy Chief Executive & Monitoring Officer made his assessment. Appendix 2 lists the considerations used by him when making the assessment.

Appendix 1: Feedback from Councillors who represent this council on Outside Bodies

Executive Appointments		
Conservative Appointments		
Warwickshire County Council - Supporting People Partnership (H&PS Portfolio Holder)	Councillor Phillips	This outside body no longer meets.
Association of Retained Council Housing (ARCH)	Councillor Phillips	2 November 2017
<p>The Council sits on the Board of the Association of Retained Council Housing (ARCH), the representatives being the Portfolio Holder for Housing and Property Services, Councillor Peter Phillips, and the Head of Housing and Services, Lisa Barker.</p> <p>In the past year, ARCH has been working with the Government and its members to make the case for Council Housing including a meeting with the Housing Minister to argue for increased flexibilities in HRA funding to enable councils to build. Following the government's commitment in the Housing White Paper to back local authorities, discussions have focused on the options for local authorities to build more housing and how the DCLG can support their ambition. Dialogue has been continued with DCLG officials through regular liaison meetings and with officials attending an Arch board meeting in April 2017. Further research has been commissioned to identify the reasons for as yet unused borrowing headroom to make the case for uplifting the HRA debt cap.</p> <p>Over the period, Arch met Ministers in DCLG and DWP to highlight the impact of government policy and to lobby for change. This included ARCH raising the constraints caused by the uncertainty around high value voids levy, and using the case of the Lillington regeneration project to give an example of the detailed impact that the lack of a definitive policy was having on house building and council house building in particular. To quote from the ARCH letter:</p> <p>'The single biggest help that ministers can give to boost new council house building is to remove this uncertainty and tell us what the levies will be. Good or bad news, at least we will be able to plan. At the moment we are in limbo and in consequence new council building schemes are in limbo as well'.</p> <p>Detained research across the Arch membership and with members of the National Federation of ALMOs took place on the impact of welfare reform resulting in the publication of a report 'Pause for Thought' which called for a pause in the roll out of Universal Credit and has since been echoed by others.</p> <p>Warwick District Council has continued to be at the forefront of ARCH adopting a positive and creative response to the new policies, and ARCH continues to lobby for local authority run housing.</p>		

Warwickshire Police & Crime Panel	Councillor Thompson	8 November 2017
<p>This Panel is tasked with the scrutiny and support of the work of the Police & Crime Commissioner (PCC). The panel act as a critical friend in terms of the actions and decisions made by the PCC. The PCC is required to consult with the Panel on plans for policing, the precept and key appointments.</p> <p>The Portfolio Holder with responsibility for community safety in each of the district/boroughs sits upon the panel. There are 6 meetings per year and I have attended both of those that have been held since I began my role as Portfolio Holder. These meetings are preceded by a members' only group where specific questions are prepared based on issues raised either by the Agenda or the crime figures. In addition, with other members of the Panel I have attended an LGA Conference in London on Police and Crime Panels which looked into the details of PCCs taking on the roles of the Fire Authority, and I have attended the Police and Crime Panel Conference, which was held within Warwick District at Warwick Conferences' Scarman House venue, which looked at a number of areas of best practice from across the country, and allowed members of Warwickshire PCP to engage with PCP members from local areas such as West Mercia, West Midlands, and Staffordshire. With a new PCC and recently appointed deputy PCC in place we are in a better place to challenge delivery of our SWCP objectives as these have been fed into the new plans.</p>		
Safer Warwickshire Partnership Board	Councillor Thompson	8 November 2017
<p>This board is the statutory body for reducing crime, disorder and substance misuse in South Warwickshire. A portfolio holder under whose remit community safety sits must serve on the CSP. Councillor Heath also sits upon this Board. The Board meets at least 3 times per year but this can be increased as required depending on the workload of the board. At the time of writing this, I have attended the one meeting that has been held, with another meeting due to take place in late November. The Chair of the Board rotates between WDC and SDC, and was due to be held by SDC this year, but due to health reasons of the SDC Portfolio Holder, I have taken on the role of interim Chair. Our priorities have been reviewed and there remains concern regarding the crime figures and these are being challenged.</p>		
South Warwickshire Community Safety Partnership	Councillor Thompson	8 November 2017
<p>This group is a statutory requirement under the Crime & Disorder Act (1998) where there is a two-tier authority. The Portfolio Holder with responsibility for community safety in each district/borough is a member of the partnership. (No other district/borough Councillor is invited.)</p> <p>The group meets 4 times per year to receive the strategic assessments and priorities of the Community Safety Partnerships (four areas) in order to identify county priorities and produce a community safety agreement. I have attended one of the two meetings</p>		

since beginning my role as Portfolio Holder for HCP. I have challenged the Chief Inspector on the police involvement, resource management and the continuing crime figure concerns

Warwickshire County Council Health & Wellbeing Board

Councillor Thompson

8 November 2017

The H&WB is a multi-agency board (attendees from WCC, CCGs, NHS Trusts, Director of Public Health, Councillors from each of the Districts and Boroughs) to the examination and delivery of the health and wellbeing of the county residents. It covers health in all its forms from prevention through to end of life. There are 4 meetings held of the board, 3 formed Portfolio Holders group of the Health and Wellbeing Board (run by Public Health to brief District & Borough Portfolio Holders prior to HWB meetings or more regularly depending on the current strategic needs). There have also been training events associated with the Board's activities. I have attended both HWBB, two Portfolio meeting and two, one day training development meeting, and one afternoon workshop training session.

The published Health and Wellbeing Boards Annual Report outlines the achievements of the board in detail, However I have championed the contribution made by WDC towards health delivery and ensured that there is an understanding of the contribution District/Boroughs make to the overall Public Health delivery of the health objectives of our residents. This has been reflected in the adoption of Housing as a priority area for the board.

HWBB will become even more important in monitoring the delivery and changes coming forward as the aligned Health Concordat with Coventry comes into effect as part of the 2020 vision of health delivery over this region, and may well see the two HWBB merging.

West Midlands Employers (formerly West Midlands Councils and West Midlands Leaders Board)

Councillor Mobbs – 16 October 2017

Councillor Mobbs advised that there was nothing to report.

Coventry & Warwickshire LEP

Councillor Mobbs – 16 October 2017

Councillor Mobbs advised that there was nothing to report.

LLP Board

Councillors Butler, Whiting & Mobbs

17 October 2017

Cllrs Butler, Mobbs and Whiting sit as the WDC representatives on the board of Warwick PSP LLP, the limited liability partnership established between the council and PSP Plc to facilitate major capital projects. The main focus of attention is currently the HQ relocation project; through the LLP, PSP has committed over £1 million towards the costs of progressing the project to its current state. The Members Board has met twice over the past year, with Cllr Butler replacing Cllr Cross in May.

Shakespeare's England (SE) is the official destination management organisation (DMO) for South Warwickshire and the surrounding areas. A not for profit membership organisation and a public private sector partnership, the role of the DMO is to promote the destination to encourage overnight stays in the area and increase the economic impact the visitor economy has on the local area. To give an indication of scale Currently Shakespeare's England Region welcomes 10.2 million guests each year, roughly 9 million day-trippers and 1 million overnight guests. The value of these visitors to the local business turnover is estimated to be £632 million and helps support over 11,000 jobs. As the driving force and owners of the Destination Management Plan, Jo Lloyd is also the Chair of the DMP Steering Group ensuring that all leads are progressing on the 7 Priorities identified in the Plan.

There are four board meeting held each year usually in line with the quarterly Tourism Forums and I have attended three of these. I have designed and help produce a Corporate Risk Log for the company.

The past year has seen SE increase membership numbers and increase income from the private sector members as it were tasked to by the Councils on the Board.

In addition, the website has been revamped and improved, a new publicity video of the region released and a new product, the Explorer Pass, developed and was launched in late September. SE won the 'Business Tourism' award at the recent Coventry & Warwickshire Tourism and Culture Awards event.

SE is represented on the following groups

- CW LEP Culture & Tourist Business Group
- Member of CW LEP Champions
- Moreton Morrell College Advisory Board
- Board Observer – Strat>forward (Stratford BID)

The CEO of SE makes an annual presentation to the O&S committee the next one being due in March 2018.

**Warwick District Council
Appointments**

Conservative Appointments

Coventry Airport Consultative Committee	Councillor Mrs Redford – 9 September 2017	Councillor Mrs Redford advised that there was nothing to report. To-date, she has not received any notifications of meetings. (Councillor Wright is now this Council's newly appointed representative and he has been notified about the next meeting 14 November.)
Kenilworth Abbey Advisory Committee	Councillor Cooke	1 October 2017

The Group advises the Council on the condition and upkeep of the Abbey ruins which are owned by WDC and is situated in the Abbey Fields. The Abbey Barn houses a museum which is open to the public a number of days in the year as well as the remains of the gatehouse situated within St Nicholas Churchyard.

Since the last report in September 2016 the Committee has met as a full committee on three occasions, 14th October 2016, 20th January, & 12th May 2017. I have attended **all** the meetings.

At the October 2016 Meeting the Chair clarified that WDC Neighbourhood Services, as "owners" of the Barn, were aware that the KHAS has a licence from WDC to use the Barn as a museum and that the licence is now being extended to include the Tantara Gatehouse in anticipation of the completion of the Harry Sunley Memorial Project.

The Harry Sunley Memorial Fund and its project to restore the Abbey Gatehouse continue to play a large part in the activities of the Committee. They continue to raise funds for the Gatehouse project and for the installation of a mezzanine floor to display some of the valuable artefacts. During the summer they held a successful fund raising event. A number of meetings have been held with architects to move the project forward.

KAAC had been previously told that Conservation Architect Nick Corbett is too busy to attend KAAC meetings but David Anderson of Neighbourhood Services would like to get him more involved.

There are still concerns about the Abbey Barn roof and the guttering. The Chair expressed concerns about nettles and weeds on

the Gatehouse, particularly on south side. During the year the Committee has liaised with Jon Holmes and a number of works had been carried out by him & his team.

The Committee gave made a comprehensive response to the Kenilworth Town Council's consultation on the Neighbourhood Plan. They also made representations about the pollarding of the trees in the Churchyard.

The next meeting is on Friday 13th October 2017 in the Abbey Barn.

Kenilworth Town Centre Partnership	Councillor Coker	26 September 2017
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This partnership has been very successful in improving the Town Centre with increased footfall and small vacancy levels.

However the new arrangements as to Town Centre Management and particularly the removal of the Town Centre Manager has had a disastrous effect and most of the last year has been spent in many meetings in trying to salvage the group which considered disbanding

I am a vice chairman. The Chair and the other Vice chair are always occupied by non-politicians. I reported the danger of closure to the Exec and officers particularly Andrew Jones made efforts to improve the situation.

In recent months however the appointment of the Site Development Officer for the Local Plan in the north of the District has led to the prospect of this partnership changing into the Kenilworth Development Forum (this name may change) which will assist the Officer and Planning Dept. in dealing with the careful more detailed implementation of the plan.

A formal launch is in hand to gain support from local partners and it is hoped that that this new body will not only carry out that function but will rejuvenate ,with the assistance of the Town Council ,the more local promotion of the Town and its businesses and facilities.

We are currently in cooperation with the Lights Committee and the Town Council organising a Kenilworth Lights Weekend which will run from 1st/3rd December.

The continuance of this body's work which has up to now been so successful is in my view essential

LGA District Councils' Network	Councillor Mobbs – 16 October 2017	Councillor Mobbs advised that there was nothing to report.
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Warwick Town Centre Management Group	Councillor Butler – 1 October 2017	In late 2017, this Group was incorporated into Warwick Town Centre Economic &
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Tourism Committee and so is no longer constituted and should be removed from the schedule of outside bodies.

South Warwickshire NHS Foundation Trust

Councillor Mrs Bunker

25 September 2017

The senior staff at the hospital are continuing to support Wye Valley Hospital and our Chairman and Chief Executive are now members of their board of directors and our Director of Operations (Jane Ives) has been seconded to Wye Valley temporarily. This is in spite of the disappointing outcome of our inspection. However, we would welcome another inspection soon as the very few things that were not exactly right have been worked on to improve and indeed the CQC have upgraded two areas of concern. The fact is that this is one of the most successful hospitals in the country and one of the few that is able to run a surplus. Apart from this being really good news, this has meant that we have been able to attract extra funds which can be spent on capital projects.

The very specialized intensive care needed for stroke patients will be carried out at University Hospital of Coventry and Warwickshire (UHCW) and when this treatment is complete patients will be transferred to our Central England Rehabilitation Hospital (CERU) for the rest of their time in hospital. This is to give patients the greatest chance of recovery and using the specialist resources we have to their best use.

Our Refer to Treatment (RTT) is marginally below our target but this is being worked on and we hope to be well on track in the near future.

The Trust has achieved its target for the treatment of cancer patients, but this has been a challenge. Performance against the 62-day targets has improved but the opening of the new hospital, see below, will make a huge difference. Issues around ultrasound performance are mainly related to staffing issues rather than equipment. A structure review of the department and staff training should address these issues. However, a shortage of sonographers is a national issue.

The appointments system is an area of concern to Governors. However, a lot of work is being put in to rectify this concern although it is not an easy task and ensuring that we have the best technology for this is all important. A project group has been set up to ensure that the patients' experience and understanding of the process with more choice of how to book and access appointments and which supports staff to effectively deal with queries is in place.

Infection prevention continues to be good and although zero cases of C.diff is not a realistic expectation and new bacteraemia are now reported. Hand wash compliance is good. There is good assurance in this area.

While A&E 4-hour wait is satisfactory, there are some minor issues to be rectified.

On cyber security, the IT team were praised for their actions to mitigate the effects of the attack in May and the hospital was

able to function fully for patients. The team are well prepared to manage the risk of new attacks.

The new birthing centre, a Midwife led unit, is planned to be completed by the end of March 2018 and will be in the area of the old Dugdale ward, which had been taken out use as it was not fit for purpose.

In Accident and Emergency work is taking place to improve the central ambulatory access and improve information access. This work should be complete before Christmas.

The hospital is developing its teaching and learning capacity by working with students from Buckingham medical school.

Plans are in place to improve patient safety using new technology to record and escalate patient observations. Testing of the process is due to commence in October this year with a roll out during November.

We have been awarded the contract by Solihull for the 0-19 years' service, due to commence in September 2017. This will deliver high quality services that are financially sustainable

"The hospital with no beds" was how the BBC described the new hospital at Stratford when it opened in August 2017. The fund raising exceeded the £1 million target which was intended to enhance the facilities for patients and visitors to the new hospital.

The Machin Eye unit at Warwick has been extended as far as possible, so Ophthalmology is now available at Stratford. Although relatively new at Warwick, the Aylesford Unit which treats cancer patients is now struggling to cope with the number of patients, so there is now a second cancer unit at Stratford. This is the Rigsby Unit, which has been sponsored by Sir Peter Rigsby. This means that patients attending these two departments attend for day surgery or treatment and go home afterwards. An MRI Scanner is due to be installed early in 2018 which will relieve pressure on the one at Warwick and this will shorten waiting times.

What is attractive is the colour schemes used in the waiting areas for patients, their relatives and friends and the comfortable chairs, made possible by the excellent outcome of the fund raising. On the ground floor are refreshment facilities at the Café Lomax and flexible space which can be used for any number of community activities including Stratford's Health and Wellbeing Centre. There is a large multi-storey car park there.

Warwickshire County Council – Adult
Social Care and Health Overview &
Scrutiny Committee

Councillor Mrs Redford

9 September 2017

This Committee reviews and scrutinises the provision of public services in Warwickshire relating to Adult Social Care, including social care for older people, those with disabilities and children's services.

As WDC representative on this committee I have attend 5 meetings since November 2016 another 4 are scheduled until March 2018.

The committee is continuing to monitor the provisions on Domiciliary Care and will be looking into Maternity care, Stroke care,

and provision of GP surgeries with regard to new housing development across Warwickshire.

Warwickshire Waste Management Forum Councillor Grainger

18 October 2017

I am the WDC Representative on the WCC led Warwickshire Waste Partnership, as I am Portfolio lead for Waste collection in WDC.

As Warwickshire is a two tier area, the waste services are managed jointly by the five waste collection authorities (District and Borough Councils) and one waste disposal authority (Warwickshire County Council). The waste collection and disposal authorities work jointly together as the Warwickshire Waste Partnership.

The Partnership was established in 2005 with the adoption of a formal Memorandum of Understanding (MOU). It is responsible for overseeing the development and implementation of Warwickshire's Joint Municipal Waste Management Strategy, which provides a framework for managing waste in Warwickshire up until 2020. The objectives being sustainable development, joint working, fairness, an integrated approach, best value and value for money.

There are four meeting a year of which I have attended two since becoming portfolio holder, in June and September. These two meetings have been reviewing and discussing how to take forward ideas that arose from a Workshop Day held in December 2016, particular around efficiency savings and improved partnership working.

At our last meeting the Consultants appointed to look at how waste collection/disposal could be shaped going forward presented their findings. Which each Authority has now taken away to review and assess what they could apply to their particular areas and this will be an ongoing piece of work. As many of the suggestions will have to include changes to contracts etc. none of which has yet been assessed or costed.

Warwickshire County Council continues to promote ongoing waste behavioral change programme, supported by the districts and boroughs; such as 'in to win' and 'slim your bin'. The aim is to help contribute towards the targets set in the Warwickshire Waste Strategy to reduce residual waste to 311kgs per household and achieve a recycling/composting rate of 65% by 2020.

From my two meetings I must add that I this appears to be a joint working body which has the potential to achieve some actual benefit for all.

Birmingham Airport Consultative
Committee

Councillor Illingworth

26 September 2017

1. Birmingham Airport Consultative Committee - sole representative
2. To establish a link between the Airport Company and communities affected by it
3. 4 meetings were held in the year.
4. I attended all 4 meetings
5. The growth in passengers at the airport continues with the net gain of airlines and routes despite a small number of losses. This has led to severe strains on the airport infrastructure with major problems of queuing and particularly with baggage handling which hit the news recently. The other main issues for discussion this year have been changes in take-off routes to the North which are currently subject to public consultation and the review of the Section 106 planning condition from Solihull MBC for regulating night flights. We have also had briefings on subjects from arrangements for disabled passengers to the airport fire service.
6. I have taken part in some of the discussions, sometimes to reflect a local authority view point. I sought and obtained detailed information about track-keeping performance and numbers of aircraft over the Kenilworth area as aircraft settle down on the new routes. This is good at 98% but because the take-off routes are more concentrated and the number of flights is increasing it has led to an understandable perception of more aircraft noise and disturbance.
7. Aircraft overflying this area seem to be less of an issue this year presumably because residents have become more used to the changes and more likely to accept them. However by incredible coincidence I have received a complaint about the airport whilst I write this report. It continues to be useful to have this direct link to senior executives at the Airport and to be aware of other authorities' points of view.

Bid Leamington Board

Councillor Miss Grainger

16 October 2017

Purpose of the body: Leamington Business Improvement District (BID) is a business-led and controlled partnership for the Town Centre. Its purpose is to create a successfully promoted, economically sound, safe, attractive and well-managed Town Centre for visitors, customers, businesses, employees and investors.

Number of meetings: the board meets quarterly so we have had 4 meetings. There are also 2 open meetings which are for all members to attend and to hear what the Bid had been up to.

Attendance: I have attended 2 out of the 4 board meeting and one open meetings

Achievements:

- Christmas lantern parade - as well as workshops to make the lanterns
- Christmas parking Angels - to promote good parking
- Golden ticket - to promote independent shopping over the Christmas period
- Regular little book of offers - to boost footfall into town centre
- Leamington food festival - over 25000 visitors over the weekend
- Women's Tour of Britain Cycle race: provided feedback between businesses and the event organisers

Personal contribution: the main purpose of my position on the board is to liaise between BiD and council officers. This is to make sure the council knows what is going on with the BiD and that BiD knows of any new developments from the council.

The recent large capital investments in Leamington have had a lot of input from BiD making sure that local businesses have had their say. The Car Park redevelopment is high on the agenda and the loss of car park through the build is there main concern

Community Vision: The Bid is aimed at boosting the business's community of the town centre. It is well respected and serves them well. This in turn allows for local residents to benefit from a vibrant town and safe town centre. Therefore the Bid is vital to our local community both as consumers and business alike.

It is worth noting that the BiD suffered at sad loss this year with the sad passing of Gerry McManus who sat on the board representing Royal Priors. Gerry had contributed so much to BiD and his passion and knowledge for business and Leamington will be sorely missed.

Chase Meadow Community Centre

Councillor Butler

1 October 2017

This company was set up to manage the Chase Meadow Community Centre. The Board of Directors consist of representatives from Warwick District Council (WDC), St Michael's Church, Budbrooke and the Chase Meadow Community Centre (CMCC). I am the appointed representative for WDC.

The board is constituted in this way to ensure the interests of all three parties remain adequately protected which in broad terms means: -

- WDC as landlord of the building has an active interest
- The Church has some influence given the funds they contributed to the building
- CMCC has shared responsibility to run the building

I attended one of the two meetings this year. I couldn't attend the other meeting as I already had a prior engagement that

evening.

CMCC are responsible for the day to day activities in the building and meet monthly. Although not required to do so I try to attend these meetings to keep a handle on progress but they are held on Wednesdays and many clash with Council meetings. I have attended the majority on those that did not clash

The main objectives to put in place documented governance arrangements and to open a separate bank account to hold the sinking fund that the company is accumulating to cover ongoing maintenance to the building have been completed.

Warwick District Council		
Appointments		
Labour Appointments		
National Association of Councillors	Councillor Naimo – 23 August 2017	Councillor Naimo advised that because she had only been appointed in June to this Outside Body, she did not have anything to report at this stage.
Rural Services Network	Councillor Barrott – 8 November 2017	Councillor Barrott has not yet been invited to a meeting. On 8 November, the Rural Services Network have been reminded to send Councillor Barrott invitations to meetings.
National Parking Adjudication Service (PATROL)	Councillor Barrott – 8 November 2017	Councillor Barrott has not yet been invited to attend a meeting. On 8 November, the Head of Neighbourhood Services was asked to ensure that Councillor Barrott was invited to future meetings.

Warwick District Council Appointments
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Whitnash Residents' Association
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South Warwickshire Community Safety Partnership (Non-Executive rep)
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Councillor Heath

31 October 2017

This committee has met twice this year and, due to hospitalisation, I have only attended one.

The main point of that meeting was the increase in crime in general which is mainly due to the new way of recording crime.

CLlr Mrs Falp attended the second meeting on my behalf.

Appendix 2: The criteria used by the Deputy Chief Executive and Monitoring Officer to determine whether the appointment of a Councillor to an Outside Body is required

Criteria agreed by Council:

1. A body or partnership to which the Council provides significant financial contribution;
2. An established Council partnership with agreements in place;
3. A body or partnership to which the Council is obliged to appoint a Member;
4. A body or partnership which relates to the management of an asset of the Council; or
5. Appointments made at the discretion of the Council.

Additional Criteria used by the Deputy Chief Executive & Monitoring Officer:

6. Does the body play a significant role in local service delivery;
7. Does the body have significant influence on local or national policy