

Overview and Scrutiny Committee

Minutes of the meeting held on Wednesday 31 May 2017 at the Town Hall, Royal Leamington Spa at 6.00 pm.

Present: Councillors Bromley, Mrs Cain, Davison, Heath, G Cain, Mrs Knight, Naimo, Parkins, Mrs Redford and Shilton.

Also Present: Councillors Day and Thompson.

1. **Apologies and Substitutes**

- (a) There were no apologies for absence.
- (b) Councillor Heath substituted for Councillor Mrs Falp and Councillor G Cain substituted for Councillor Miss Grainger.

2. **Appointment of Chair**

It was moved by Councillor Heath, and duly seconded that Councillor Mrs Falp be appointed Chair of Overview and Scrutiny Committee.

Resolved that Councillor Mrs Falp be elected Chair of Warwick District Council's Overview and Scrutiny Committee for the municipal year 2017/18.

(In the absence of Councillor Mrs Falp, Councillor Naimo was appointed to Chair the meeting 31 May 2017.)

3. **Declarations of Interest**

Councillor Shilton asked the Deputy Chief Executive and Monitoring Officer to advise him if during the course of the meeting, he should declare an interest because of his previous role as Portfolio Holder, Neighbourhood Services.

4. **Minutes**

The minutes of the meeting held on 4 April 2017 were taken as read and signed by the Chairman as a correct record.

The minutes of the Joint meeting of the Finance & Audit and Overview & Scrutiny Committees held on 11 April 2017 were taken as read and signed by the Chairman as a correct record.

5. **Comments from the Executive**

The Committee considered a report from Democratic Services which detailed the responses the Executive gave to the comments the Overview and Scrutiny Committee made regarding the reports submitted to the Executive in April 2017.

Resolved that the report be noted.

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6. Task & Finish Group – Off-street car parking charges review

In March 2016, the Overview & Scrutiny Committee agreed a scoping document for a Task & Finish Group to review off-street car parking charges (Appendix 10 to the report). The Group had two main objectives:

- to understand the rationale behind the current method of deciding the levels of off-street car parking charges across the towns in the District; and
- to recommend a transparent charging regime for off-street car parking charges across the District that met both the needs of the residents and enhanced the economic prosperity of the town centres.

The Task & Finish Group presented its recommendations to the Overview & Scrutiny Committee and sought approval for these recommendations to be put forward to Executive.

The recommendations were intended to provide a consistent, transparent and flexible basis for balancing the Council's requirements:

- to seek to ensure the service broke even financially over the medium-term; in order
- to continue to support and improve the facilities for shoppers and visitors; and
- to take account of alternatives such as on-street, private and rail station parking operators.

It was based on information gathered from extensive consultation with Warwick District Council (and Warwickshire County Council) officers and business representatives and analysis of data.

Other key considerations discussed in more detail within the report were:

- the £300,000 loss that was being incurred on Warwick District Council car parks, on a full cost accounting basis;
- car park user priorities and preferences, indicated by the 2016 survey; a long delay in implementing new charges agreed in 2015; and
- growing pressure on parking capacity, especially for short-term users in some locations.

This was the second time that the Task & Finish Group had presented its report to the Overview & Scrutiny Committee and sought approval for it to go forward to the Executive. The previous time had been at the start of March 2017. The Committee had requested that additional information should be added to the report and then brought back for consideration. These amendments had been made and so the Committee was once again asked to recommend that the report went forward to Executive for consideration.

Committee Members agreed that the report and its recommendations could now go forward to the Executive for consideration. The Committee Services Officer was asked to change recommendation 2.11 (iv) so that "Ward Councillor" stated "Division Councillor" and the table in Appendix 1

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was checked with Finance because there was not a repeat of the columns headed "2016-17 Revised 1105 Budget".

Resolved that the report and recommendations from the Task & Finish Group – Off-street car parking charges review be submitted to Executive for consideration.

The Members thanked the members of the Task & Finish Group and the officers involved for their hard work.

7. Health Scrutiny Sub Committee

Resolved that

- (a) Councillors Mrs Cain, Mrs Falp, Mrs Knight, Parkins and Mrs Redford be Members of the Health Scrutiny Sub Committee for the municipal year 2017/2018; and
- (b) all other Members of Overview and Scrutiny Committee are substitute Members of the Health Scrutiny Sub Committee for the municipal year 2017/2018.

8. To review membership/participation with certain Outside Appointments

The Committee considered a report from Democratic Services and the Deputy Chief Executive and Monitoring Officer. Back in November 2016, Councillors who were appointed to represent the District Council on outside bodies provided their annual report on what the outside bodies had achieved during the preceding 12 months; and what had been their personal contribution towards these achievements. Following this last set of reports, the Deputy Chief Executive (AJ) undertook to review certain appointments to these outside bodies to see whether they should continue.

Members asked the Deputy Monitoring Officer (AJ) to provide details of the following as part of the Councillors' annual report in November:

- a list of the criteria used by him to determine whether the Council should make an outside appointment to an outside body; and
- to list which criterion/criteria was/were applied against each outside body.

Members agreed with the Deputy Chief Executive's evaluation to continue or discontinue appointing representatives to the listed outside bodies in appendix 1 to the report. The Deputy Chief Executive (AJ) informed Members that the next stage would be for him to speak to the Group Leaders of the assessment made and then to write formally to the outside bodies where the Council would no longer appoint a representative.

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Resolved that:

- (1) the report is noted and the Committee agrees with the evaluation made by the Deputy Chief Executive and Monitoring Officer as detailed in Appendix 1 to the report; and
- (2) as part of the Councillors' annual report on outside bodies, the Deputy Chief Executive and Monitoring Officer will provide details of:
 - a. the criteria he uses to determine whether the Council should make an outside appointment to an outside body; and
 - b. to list which of these criterion/criteria is/are applied to each outside body and reassess each appointment.

9. Public and Press

Resolved that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following two items by reason of the likely disclosure of exempt information within the paragraphs 1 and 2 of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006, as set out below.

Minute Nos.	Para Nos.	Reason
10	1	Information relating to an individual
10	2	Information which is likely to reveal the identity of an individual.

10. Executive Agenda (Confidential items and reports) – Thursday 1 June 2017

The Committee considered the following confidential item which would be discussed at the meeting of the Executive on Thursday 1 June 2017.

Item 9 – Health and Community Protection and Neighbourhood Services – Potential Redundancy

The Committee noted the report.

The meeting resumed public session.

(Councillors Heath, Mrs Redford and Thompson left the meeting.)

JAF

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11. **Review of the Work Programme & Forward Plan**

The Committee considered its work programme for 2017 and the Forward Plan.

Resolved that

- (1) the heading of one of the columns in the work programme is amended from "Lead Officer" to "Lead Officer/Councillor";
- (2) learning points from the Task & Finish Groups be put back to 25 July 2017;
- (3) the Portfolio Holder be invited to attend the meeting when the 2015 Sustainability Strategy for the Council is considered;
- (4) the Leamington Spa car parking displacement plan be added to the work programme ahead of going to Executive – the officer should be approached to see if he can give a report to the Committee in July; and
- (5) the officer responsible for the Linen Street Car Park and Warwick displacement plan should be invited to the meeting at the end of June to give an update – he should send his report in its current form at that time for consideration and can talk through the changes yet to be made.

(The meeting finished at 7.25 pm)

Signature redacted

The minutes were signed on 27 June 2017

JAF