

 <b>Overview and Scrutiny Committee</b> <b>3 November 2015</b>		<b>Agenda Item No. 7</b>
<b>Title</b>	Annual Feedback on Outside Appointments	
<b>For further information about this report please contact</b>	Lesley Dury, Democratic Services	
<b>Wards of the District directly affected</b>		
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	4 November 2014	
<b>Background Papers</b>		

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

<b>Officer/Councillor Approval</b>		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Chief Executive/Deputy Chief Executive		
Head of Service		
CMT		
Section 151 Officer		
Monitoring Officer		
Finance		
Portfolio Holder(s)		
<b>Consultation &amp; Community Engagement</b>		
Not applicable.		
<b>Final Decision?</b>	Yes	
<b>Suggested next steps (if not final decision please set out below)</b>		

## 1. **Summary**

- 1.1 This report gives the annual statement of work undertaken by Outside Bodies (Appendix 1).

## 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.

## 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 **Policy Framework** - not applicable.
- 4.2 **Fit for the Future** – This report allows the Overview and Scrutiny Committee to review the work undertaken by Councillors who sit on Outside Bodies and to scrutinise if this work helps to make the District a better place to live.
- 4.3 **Impact Assessments** – This should set out the impacts of new or significant policy changes proposed in respect of Equalities. Reference can be made to an appendix which sets out the detail of the impacts

## 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.
- 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 In May 2015, District Council elections were held and just over half of the elected councillors were new to the Council. In view of this, the Overview & Scrutiny Committee took the view that for this year only, councillors' reports could be at a more superficial level because they would not have had the time since their appointment to an outside body, to have had much impact; they may not even have had the chance to attend a meeting. Next year, they will be expected to give a fuller report detailing the last 12 months' work.

Appendix 1

**Feedback on Outside Appointments**

**Executive appointments**

<b>Conservative Appointments</b>	<b>Councillor</b>	<b>Feedback</b>
Shakespeare's England (Development Portfolio Holder)	Councillor Cross	Report to follow
Warwickshire County Council Health & Wellbeing Board (Health & Community Protection Portfolio Holder)	Cllr Mrs Grainger	The HWB has attendees from WCC, CCGs, NHS Trusts and is led by the Director of Public Health. There are councillors from each of the Districts and Boroughs who are nominated to the HWB. Following a Peer Review new arrangements have included the formation of an Executive group, which will deal with ongoing matters. The Board will remain as the decision making body meeting quarterly, and an ad-hoc sub-committee may be called to deal with urgent reports at any time. These will be formed of Board members who can attend at short notice but all members will be advised when they are needed.
Health & Wellbeing Portfolio Holder Meetings	Cllr Mrs Grainger	These are run by Public Health to brief District & Borough Portfolio Holders prior to HWB meetings or more regularly depending on the current strategic needs. There are also regular Strategic Development Forums which focus on detailed action delivery plans for the current priorities, which are currently, 0-5 Child development, stroke prevention and end of life care.
**Safer Warwickshire Partnership Board (Health & Community Protection Portfolio Holder)  (** formerly Safer Stronger and Communities Board)	Cllr Mrs Grainger	This group is a statutory requirement in two-tier authority areas under the Crime & Disorder Act (1998). The terms of reference list the Portfolio Holder with responsibility for community safety of each district/borough as members. (No other district/borough Councillor is invited.) The group meets quarterly and is required to receive the strategic assessments and priorities of the four Community Safety Partnerships in order to identify county priorities and

		produce a community safety agreement.
Warwickshire Police & Crime Panel (Health & Community Protection Portfolio Holder)	Cllr Mrs Grainger	The Panel is tasked with scrutinising and supporting the work of the Police & Crime Commissioner (PCC) acting as a critical friend in terms of the actions and decisions made by the PCC. The Panel meets six times a year. The PCC is required to consult with the Panel on plans for policing, the precept and key appointments. Membership is five county councillors and the Portfolio Holder with responsibility for community safety in each of the district/boroughs
South Warwickshire Community Safety Partnership (Health & Community Protection Portfolio Holder)	Cllr Mrs Grainger	This is the statutory body for reducing crime, disorder and substance misuse in South Warwickshire. The Crime & Disorder Reduction partnerships in WDC and Stratford District merged in 2008. Where there is a portfolio holder covering community safety, that Councillor must serve on the CSP. The terms of reference allows two members from each local authority and the other representative for this authority is Cllr Tony Heath. The first meeting we will have attended takes place on 9th November. SWCSP must produce an annual Strategic Assessment, agree annual priorities and targets, produce a three year rolling partnership plan, review performance six monthly and annually and carry out Domestic Homicide Reviews. SWCSP meets three times a year with the provision that additional meetings may be necessary.
Coventry and Warwickshire LEP (Including City Deals)	Cllr Mobbs	Councillor Mobbs attends Overview and Scrutiny Committee meetings regularly and gives updates on the meetings he attends at the CWLEP.
West Midlands Employers formerly West Midlands Councils and West Midlands Leaders Board	Cllr Mobbs	Report not submitted
Association of Retained Council Housing (ARCH) (H&PS Portfolio Holder)	Councillor Phillips	Report not submitted
Warwickshire County Council - Supporting People Partnership (H&PS Portfolio Holder)	Cllr Phillips	We have been unable to confirm whether this group still operates as yet.

LLP Board

Cllr Cross  
Cllr Whiting  
Cllr Mobbs

The LLP was created in 2012, and is a 50:50 partnership between the Council and Public Sector Plc.

It is a vehicle to specifically advance and unlock complex regeneration and development projects, and to identify innovative ways to create 'added value' for such propositions. Integral to its establishment was the core principle that any project that is to be delivered through the LLP vehicle has to demonstrate, through independent validation, that it is better than any other potential delivery options open to the Council. The Council is under no obligation to use it for any particular project.

It has both an Operations Board and a Members Board, with a 50:50 representation on both. Councillors Mobbs, Cross and Whiting sit on the Members Board.

These Boards meet as required for any particular project. In the last year the LLP has again been: (i) progressing the feasibility work for our new HQ offices project, (ii) reviewed our non-operational assets; and (iii) is now considering other possible commercial propositions for the Council.

Please see Appendix 2 for the LLP Annual Health Check

## Warwick District Council appointments

Conservative Appointments	Councillor	
Chase Meadow Community Centre	Cllr Butler	<p>This company was set up to manage the Chase Meadow Community Centre. It has representatives from Warwick District Council, St Michael's Church, Budbrooke and the Chase Meadow Community Centre (CMCC) to ensure that the interests of all three parties remain adequately protected which in broad terms means:</p> <ul style="list-style-type: none"> <li>· WDC as landlords of the building have an active interest</li> <li>· The Church has some influence given the funds they put in</li> <li>· CMCC has shared responsibility to run the building but also in the unlikely event of having no one to run a safety net in the form of WDC being able to step in.</li> </ul> <p>I was informed less than a month ago that I was nominated for this outside body and there have been no meetings since.</p> <p><b><i>Cllr. Noel Butler</i></b> <b><i>Aylesford Ward</i></b></p>
National Association of Councillors	Cllr Coker	Report not submitted
Kenilworth Town Centre Partnership	Cllr Coker	<p>I have been a member on behalf of the Kenilworth <b>Town Centre Partnership</b> since its creation some seven years ago on behalf of the Town Council but also substituting most of the time for Cllr. John Hammon who was an ex officio member as Portfolio holder. Under the current regime my position is formally recognised.</p> <p>The partnership consists of the three tiers of Local authority plus the Chamber of Trade and other local organisations and has had a beneficial effect on Town Centre Management with the assistance of the Town Development Officer allows for all</p>

		<p>the partners to input into Town Development and promotion. It has also allowed us to tap into the knowledge of the partners particularly as we have endeavoured to keep the Council partners in the background and allow the other partners to lead.</p> <p>The Partnership is well established and benefits the Town</p>
Warwick Town Centre Management Group	Cllr Cross	Report to follow
Bid Leamington Board	Cllr Miss Grainger	<p>Leamington Bid is an organisation that promotes business in Leamington. This is based primarily around the centre of the town and the shopping area but also includes some periphery areas.</p> <p>The main aim of Leamington Bid is to improve Leamington as a business area. This is done through promotional events, literature and website. However it also offers individual business development for all its member and this is an area that it is trying to grow.</p> <p>I have attended two meetings for the Bid, one an open meeting looking at attracting new members to the Bid and the other a Bid board meeting. At the open meeting information was given about Bid projects up until the end of the year and what opportunities these presented to Bid members. These included Art in the Park, Food and Drink show and the seasonal markets.</p> <p>The board meeting I attended was a post food and drink wash up meeting, discussing what had worked and what hadn't. The Food and drink festival was hugely popular and not many changes will be needed for next year. We also discussed Christmas parking issues, as a lot of the on streets parking machines are not working! The finale area covered was about individual business development and the prospects of running workshops using different members' expertise to help other members. This is something that the board wants</p>



		to develop and take forward – possibly to future open meetings.
LGA Rural Services Network	Cllr Harrington	Report not submitted
Coventry Airport Consultative Committee	Cllr Harrington	I cannot find the terms of reference for the Coventry Airport Consultative Committee, but obviously it is concerned with all aspects of the airport operation and the impact upon the WDC Wards surrounding the airport including Baginton, Stoneleigh and Ashow.  I understand that the Coventry Airport Consultative Committee is currently being reformed with new representatives. I am not aware of any meetings yet scheduled.
51m	Cllr Illingworth	Report not submitted
Birmingham Airport Consultative Committee	Cllr Illingworth	Report not submitted
LGA District Councils' Network	Cllr Mobbs	Report not submitted
Warwickshire County Council – Adult Social Care and Health Overview & Scrutiny Committee	Cllr Redford	Report not submitted
Warwickshire Waste Management Forum	Cllr Shilton	Warwickshire waste partnership holds regular meetings at Shire Hall and is run by the County Council, It brings together the five Districts in W.C.C. to share any idea's they may have to increase recycling and reduce what is taken to land fill, It also looks at partnership working with other agencies such as the highways authority's so they can work together at the same time to lesson costs when doing work on highways.
South Warwickshire NHS Foundation Trust	Cllr Bunker	South Warwickshire Hospital Trust continues to work hard to improve the patient experience and to offer a high standard of care. The new hospital accommodation at Stratford hospital is progressing well and the two new wards at Warwick are nearing completion. In Stratford the new multi storey car park is now open, the ground works and foundations for the main building have started, and the new Energy Centre is almost built and the engineering plant is being fitted. The project remains scheduled for completion in December 2016, with service provision commencing early in 2017. The fundraising target is £1 million and so far the appeal has raised £507,000. In Warwick the building scheme is on plan and within budget, the commissioning plan has been developed and commenced. This dovetails into the options proposed for the use of the vacated ward space over the winter period. The first ward, Thomas Ward is due

to open on 21<sup>st</sup> November 2015. The top floor is on plan to open in January 2016. It is intended that there will be amenity beds on offer.

The hospital is progressing Lorenzo, a patient administration system designed to hold patient health information in one place with the provision of EPR, Electronic Patient Records, with phase 1 issues being managed as part of a six month stabilisation phase. Until this work has been satisfactorily completed, a dual system will be in place. The second phase, in 2016 will introduce more clinical use. A new system for making appointments is being developed. This has been an area of some complaints in the past, so it is hoped that the new system will be much more efficient and user friendly.

A new Trust website is being developed to make performance data more easily accessible to the public.

It is pleasing to note that the Monitor Compliance Report showed nearly all 'green'.

To improve efficiency and waiting times in the Accident and Emergency Department, five new consultants have been appointed. As they had all been recruited from nearby hospitals, their starting dates were staggered to assist the other hospitals.

Projects that are being initiated include the provision of a midwife led unit in Maternity and to complete the next phase of development at the Central England Rehabilitation Unit (CERU) in Leamington. To develop an apprenticeship scheme in theatres, increase the support, development and supervision for specialist and newly qualified nurses and to respond to the recruitment challenge of expanding the care of the elderly team. We will be working with A & E and the Medical Assessment Unit to further develop seven day services. Developing the leadership potential of our senior clinicians, and making health and wellbeing a priority for all staff, and through them raise awareness with our local communities in order to improve job satisfaction and reduce stress levels.

A new food delivery system at Warwick hospital has been implemented to improve patient satisfaction with more than 85% of patients rating their meal experience as excellent or good.

It was unfortunate that the hospital failed to retain the contract for the School Nursing Service and this has been awarded elsewhere.

The Community Services Contract was extended, and we understand that the Clinical Commissioning Group will be taking it to their board in October, so we await the outcome of their deliberations and what their proposals will be to take this forward.

At the end of May Graham Murrell completed his term as Chairman of the Trust. Sincere thanks go to him for all his hard work and for guiding the Hospital through the process of becoming a Foundation Trust Hospital. Our new Chairman is Russell Hardy, who took up his post on June 1<sup>st</sup>. We hope that he will enjoy the role and look forward to working with him.

Kenilworth Abbey Advisory Committee

| Cllr Cooke

Since the Election in May the Committee has met as a full committee on two occasions, Friday 3rd July and Friday 9th October. A meeting also took place on 5th October to discuss legal requirements in relation to the Abbey Gatehouse.

The meeting of the 3rd of July mainly discussed the relationship of all the different organisations in the Abbey Fields and the Abbey Barn Advisory Committee, particularly in relation to the proposals to enhance the Abbey Gatehouse. Much discussion revolved around the necessary legal actions that would need to take place to enable the insertion of a mezzanine floor using funds generated by The Harry Sunley Memorial Fund. Following the meeting The Chairman emailed Robert Hoof about weeds. In response she was copied in to correspondence between Mr Hoof and Jon Holmes.

A special meeting to discuss the future of the Abbey Gatehouse took place on the 5th October between me, The Chairman, Joanna Illingworth and Mr Mervyn Kimberley with WDC's Chris Makasis and Lisette Piper who advised the Committee on the proposals to insert a mezzanine floor into the Abbey Gatehouse. They advised that the monies raised by the Harry Sunley Memorial Fund should be passed to WDC who would arrange the necessary works. It would also be necessary to make an amendment to the Abbey Barn's License so as to include the Abbey Gatehouse.

At the meeting of October 9th The committee were updated on the meeting with WDC representatives. A discussion took place on the storage of various artefacts. The WDC has given permission to dispose of, or sell the various Victorian tiles stored in the Abbey Gatehouse.

The Chairman has written to WDC's Roger Cullimore thanking him for his years of service on the KAAC.

The Committee next meets in 2016.

<b>Labour Appointments</b>	<b>Councillor</b>	
Warwick District Mobility	Cllr Barrott	Report not submitted
<p data-bbox="100 300 869 339">Warwick District Citizens' Advice Bureau</p> <p data-bbox="100 339 869 411">I was appointed as Trustee of the Warwick District CAB in August 2015. This report for the last financial year is therefore based on information received from and discussions with staff and Trustees who were in place during the period.</p> <p data-bbox="100 443 869 555">2014/5 saw the 75<sup>th</sup> anniversary of the Warwick District CAB. The Annual report will be presented to the AGM on Tuesday 27<sup>th</sup> October at 1400 in the Kenilworth Centre and gives a great deal of further detail on activities and progress made in the last year. It will be available shortly on the CAB website <a href="http://cableamington.org.uk/">http://cableamington.org.uk/</a> where all the latest news about the organisation is posted.</p> <p data-bbox="100 587 869 730">Perhaps the most striking statistic from the Report, especially relevant to WDC as a key stakeholder in CAB, is the analysis which has been developed with Treasury approval to show the benefits of CAB work. On very conservative assumptions, which are explained in the report, for each £1 invested in Warwick CAB last year, there was a £30 or thirtyfold return in fiscal, individual and social benefits. Probably much more.</p> <p data-bbox="100 762 869 834">One important priority for the organisation in the current year will be to deliver the first stage of the new SLA with Warwick District Council</p> <p data-bbox="100 866 869 978">A major theme of 2014/5 has been to improve the quality and consistency of processes, recording, and advisor knowledge and communications. As a result, in a Quality of Advice external audit in March this year, our local CAB was delighted to score over 90%, putting it in the top 3% of CAB performance in England and Wales.</p> <p data-bbox="100 1010 869 1153">'Breathing Space' a multi-Agency initiative since August 2014 for people to be able to access advice on money worries at the Brunswick Hub on Thursday mornings has been a success. Monthly advice clinics staffed pro bono by local solicitors, on family and immigration matters, have also been launched. One aim in the current year is to expand CAB outreach work at community hubs, food banks and children's centres across the District.</p> <p data-bbox="100 1185 869 1297">Since April 2015 'Pensionwise' advice has been offered, following the Government's Pension reforms and staff capability has been developed, in conjunction with the local Job Centre, to be able to offer transitional advice, as the switch to Universal Credit gets under way in the area from this month.</p> <p data-bbox="100 1329 869 1407">The CAB's success relies both on its core of about 12 paid staff and critically on its 70+ volunteers. This year will see a strong drive to recruit further volunteers so that plans can be realised while quality and service are maintained.</p>	<p data-bbox="869 300 1189 339">Cllr Quinney</p>	

Warwick – Community and Voluntary Action | Cllr Weed

Warwickshire Community And Voluntary Action (CAVA) was formed on the 1st April 2008 and has achieved the merger of the following organisations:

North Warwickshire Council for Voluntary Service  
Nuneaton & Bedworth Council for Voluntary Service  
Rugby Council for Voluntary Service  
Volunteer Centre Rugby  
Volunteer Centre Warwick District  
Warwick District Council for Voluntary Service

Warwickshire CAVA provides the following support to the Voluntary & Community Sector Organisations and groups within Warwickshire:

Funding advice/Support  
Group support/Development  
Community Development  
Training  
Strong Representation under COMPACT  
Community Accountancy

Warwickshire CAVA supports volunteers within Rugby and Warwick District. Our Volunteer Centres provide the following:

Volunteering Recruitment and Referrals  
Campaigning and Promotion  
Good Practice in Volunteer Management  
Youth Volunteering  
Transport Projects

Warwickshire CAVA

- promotes, develops and supports a vibrant voluntary and community sector to enable local people to shape and influence their communities.
- supports the identification of needs in the local community and facilitates improvements in service provision to meet those needs
- assists local voluntary organisations and community groups to function more effectively and deliver quality services.

- facilitates effective communication, networking and collaboration amongst local voluntary organisations and community groups.
- enables the diverse views of the local third sector to be represented and supports structures which promote effective cross-sector partnership working.
- ensures the third sector's role as an integral part of local planning and policy making.

The information above was taken from the WCAVA website. Since being appointed to represent Warwick District Council on the Board of WCAVA, I have not received confirmation from WCAVA or notice of any meetings. However, I plan to attend the AGM on Thursday 12 November 2015 in Bedworth.

**Cllr Barbara Weed (Labour) – Leamington Leam Ward**

<b>Whitnash Residents Association</b>	<b>Councillor</b>	
South Warwickshire Community Safety Partnership (Non Executive rep)	Cllr Heath	See earlier report from Councillor Mrs Grainger
<p data-bbox="91 296 869 331">South Warwickshire Plato Trust</p> <p data-bbox="91 331 869 408">The South Warwickshire Plato Trust is a charitable organisation providing housing for people who have suffered from or are recovering from mental illness.</p> <p data-bbox="91 408 869 549">In 1971 South Warwickshire Group Homes was formed to provide safe accommodation to people suffering from mental health problems and thereby assist with their recovery. In 1982 Plato Trust was also founded, providing much the same services as South Warwickshire Group Homes. The two organisations worked closely together until 2001 then they merged to become South Warwickshire Plato Trust, with the working name of Plato Trust.</p> <p data-bbox="91 549 869 727">South Warwickshire Plato Trust has a range of accommodation leased from the County Council and the District Council. They currently operate 9 houses and 13 single person flats providing a total of 45 places. There are 12 properties currently rented from Warwick District Council, 9 properties from Warwickshire County Council and 1 from Stratford District Council. The organisation has now also purchased three flats. The organisation works closely with Coventry and Warwickshire NHS Trust, Warwickshire County Council and Stratford and Warwick District Council.</p> <p data-bbox="91 727 869 836">The current cost of renting an accommodation from the Trust is £145. This covers the rent, Utility Services, Communal T.V licence, Telephone line rental and Communal gardening. Heating and appliance repairs and maintenance that is not the responsibility of the landlord are also provided for the tenants. All accommodation comes furnished.</p> <p data-bbox="91 836 869 944">There are regular meetings of the management board where partners are invited to attend. Regular updates are given at the meeting on how the tenants are managing .Issues are quickly addressed by the two members of staff. Financial reports on the Trust are given each meeting and an Annual General meeting is always held.</p> <p data-bbox="91 944 869 1155">The Issues for the committee for the future will be Universal Credit. Tenants will receive their benefits monthly, directly. With many having complex needs a way to make sure they pay their bills need to be found. If not this could result in rent (with utility costs) not being paid to the organisation. Also an ongoing Issue is the lack of accommodation being available from the District Councils to rent. My role, I believe, is to advice if possible of any policy decisions by W.D.C. that may affect the trust. I also try to advice on whom to contact if they have concerns on certain matters and to now advise elected members annually on why I sit on the board for W.D.C. and the ways we can work together to help some of our tenants who have specific needs.</p> <p data-bbox="91 1155 869 1189">Councillor Judy Falp</p>	Cllr Falp	

Appointments by one or more Groups	Councillor	
Hill Close Gardens Trust	Councillor Ashford (Con) Councillor Bromley (Lab)	Report not submitted
<p data-bbox="98 368 869 405">Friends of Leamington Art Gallery</p> <p data-bbox="98 443 869 512">Regrettably I have not yet been able to attend a meeting of the Friends, but forward the following report I recently received from Graham White:</p> <p data-bbox="98 550 869 655">FRIENDS OF LEAMINGTON SPA ART GALLERY AND MUSEUM President: Mo Enright. Chairman Graham White. Vice-Chairman: Clive Nelson Secretary: Lyn Buckle. Treasurer: Linda Nelson + Committee of 9 Members</p> <p data-bbox="98 694 869 730"><b>This Review covers the period from October 1<sup>st</sup>, 2013 to September 30<sup>th</sup>, 2014</b></p> <p data-bbox="98 730 869 869">The Friends of Leamington Art Gallery and Museum (FLAG) have been in existence for almost 50 years and we have enjoyed a busy and successful year. Membership has now reached 300 and our Members come from all parts of the W.D.C area as well as from some of the outlying villages and neighbouring towns such as Rugby and Stratford. Our membership is a happy combination of loyal, longstanding Members and enthusiastic new ones.</p> <p data-bbox="479 869 1151 906"><b>Our Support for the Gallery and Museum</b></p> <p data-bbox="98 906 869 1045">Our aim is to support the Gallery and Museum in whatever way Jeff Watkin and the Curators wish and we never seek to impose our own wishes upon them although we do occasionally make suggestions which they are happy to discuss and, on occasions, to implement. We support the Gallery and Museum both financially and with our time. Financial contributions in the last 12 months have included the following:</p> <p data-bbox="98 1045 869 1082">£1,000 towards production of catalogue for the David Carpanini Exhibition</p> <p data-bbox="98 1082 869 1118">£350 in support of NADFAS volunteers who help with conservation</p> <p data-bbox="98 1118 869 1155">£2,000 towards the Bi-Centennial Pump Rooms Exhibition</p> <p data-bbox="98 1155 869 1192">£300 towards the purchase of an embroidered local map</p> <p data-bbox="98 1192 869 1228">£1,000 towards the catalogue for the forthcoming Tessa Beaver Exhibition</p> <p data-bbox="98 1228 869 1265">£2,000 towards the framing of prints in connection with the forthcoming Terry Frost Exhibition</p> <p data-bbox="98 1265 869 1334">£2,000 pledged towards a John Piper painting. The sum will be handed over as soon as the Gallery has received funding for the remainder from other sources.</p> <p data-bbox="98 1334 869 1401">In addition, Committee Members are happy to give of their time by serving refreshments (purchased by FLAG) at some of the children's events organised by the Gallery and Museum and by attending various Gallery and Museum events.</p>	<p data-bbox="869 368 1189 437">Cllr (Lab) Naimo Cllr (Con) Day</p>	



### **Our Relations with the Staff**

Our relations with Jeff Watkin and the Curators and other staff are very cordial. We have found them to be unfailingly co-operative, appreciative and constructive in their dealings with us. We see them on an informal basis virtually every week during the Friday Focus, while one of the Curatorial Staff attends our Committee Meetings and our AGM and our Senior Committee Members have regular six monthly meetings with Jeff Watkin and the Curators to discuss matters of interest. In addition, the Curators have now offered FLAG tours of current Gallery and Museum exhibitions

We considered it a great compliment when Victoria Slade, the Museum Curator, recommended us to Mid-Fed (the Federation of Midlands Museum Curators) as an example of a Friends organisation which is well run and which enjoys good relations with the Gallery and Museum. We were invited to give a presentation at a Mid-Fed in Stoke last October as part of a conference on fund raising.

### **Our Programme**

Between October and April, we arrange monthly talks in the evening on subjects likely to appeal to our Members. In January, we hold both an afternoon and an evening meeting. Typical topics include art, architecture, local history and costume. Our talks used to take place in the Pump Rooms Annexe but after our October 2013 lecture, we decided that the room was too small to accommodate the increasing numbers who wished to attend our talks. Accordingly they now take place in the Dormer Conference Centre at St Peter's Church which offers more space and greater comfort. The move to the Dormer Centre has proved popular and attendance at our talks has increased. It must be said that the move came as a relief to us because frequent staff changes at Kudos as well as abysmal communication on their part did cause us problems. The appointment of Hannah Gill by Kudos has improved communication considerably.

In addition to our talks, we offer 2 Study Mornings on a particular subject each year and these always prove very popular. We have scheduled 2 sessions on Florence for early next year. An interesting innovation took place in March of this year when we invited Louise Vaile, a conservator of works of art on paper, to give 2 very interesting sessions for our Members.

Our excursions to houses, churches, museums and gardens are always very well supported and give a great deal of pleasure to our Members.

### **How we Raise Funds**

We keep our basic subscription very low in the desire that nobody will be deterred from joining us through cost. We suggest a minimum of £7.00 per person per annum and consequently some Members do pay a little more. Our subscriptions are supplemented by Gift Aid. Our evening meetings are self-financing and, in fact, do make a profit. Our excursions and the Study Mornings provide a large part of our income. Our excursions are usually fully booked and generate good revenue although we always insist that our main intention is to provide a worthwhile day out for our Members and that the profit is secondary. Revenue from subscriptions and events supply sufficient income to meet the Gallery and Museum's requests. At the present time, we have a healthy balance of over £14,000 in our current and savings accounts.

### **Communication**

We consider good communication vital for both the smooth running of FLAG and for attracting new members. We send out Newsletters in August and January plus information sheets about our excursions which are delivered to Members in the spring. Our website is, in our opinion, lively and attractive. It is intended to interest existing Members and to appeal to new ones. We also publish an informative leaflet which is intended for prospective members and which is available in the Gallery and Museum display stands. Members receive a

printed card which outlines the programme of events between October and April and they are reminded of forthcoming talks by email. We hold 3 Committee Meetings a year and these take place in the Pump Rooms Annexe.

**Update September 2014 to September 2015.**

Once more we have enjoyed a successful and active year and donated a total of £6,750.00 to the Gallery and Museum in our last financial year which ended on January 31<sup>st</sup>, 2015. We are keeping our membership numbers stable, indeed they have increased from those of a few years ago. Many of our members are active supporters of our activities; some of our excursions have to have 2 coaches which means that more than a third of our total membership has applied to go on a particular visit, nearly a third of all Members attended our last Study Mornings with similar numbers attending some of our evening talks. However, we try to guard against complacency and attempt to make our Members feel valued and make a special effort to welcome new Members when they attend our events for the first time.

Andrew Day, District Councillor, Bishop's Tachbrook

Partnership: **PSP Warwick LLP (“LLP”)**

	<b>Annual Health Check Questions</b>	<b>Commentary (Please refer to any supporting documents)</b>	<b>Scrutiny Comments</b>
9.1	What has the partnership achieved during the course of the previous twelve months?	<p>(i) It has funded and resourced a range of potential delivery option work for the relocation of WDC’s HQ offices. This work has focussed on site options, related feasibility and viability testing. This work culminated in reports to Executive on 30 September.</p> <p>(ii) It has also undertaken a review of Council owned non-operational assets and land holdings, to assess whether the LLP could add value. The outcome of this work was reported to Executive on 3 September.</p>	
9.2	How have the achievements made a difference to the residents/visitors/businesses of Warwick district and how do those achievements align to the aims of the Sustainable Community Strategy?	<p>No project has yet been formally approved by the LLP (or the Council). At present the LLP is undertaking further feasibility work for our new HQ offices, and commercial option work in respect of the Council’s non-operational assets.</p> <p>Hence no impacts on local residents/visitors/businesses at this stage.</p>	
9.3	Have there been any significant changes to the external environment, such as the state of the economy or the introduction of new legislation, which require a re-appraisal of the need for the partnership? If so, what are these?	<p>No.</p> <p>Note: The LLP partnership is just one option for the Council to use for property and regeneration based projects.</p>	
9.4	What measures have been used to determine whether the partnership is providing value for money?	<p>The LLP’s gateway based project feasibility work has been managed by the LLP’s Board (a 50:50 partnership between the Council and Public Sector Plc), and the</p>	

		project's governance processes. Before commitment is to be considered by the Council (yet to be sought) additional external formal validation of any proposal's value for money would be undertaken (and scrutinised) by an agreed external independent expert. This would have to conclude that any such LLP project proposal offered the best value for money before the required further report back to Executive seeking Council project commitment.	
9.5	What consideration to extending the scope of the partnership has been made?	The initial formal arrangement is for 10 years (from 26.3.13). No need or plan to extend at present.	
9.6	How can it be demonstrated that the achievements were not possible without the partnership?	Through the formal project feasibility processes and joint analysis. Also, by the recent reports to, and endorsement by Executive on 3 and 30 September. In particular the forward funding and resourcing of our HQ relocation project's feasibility work has all been undertaken by the LLP, at its own risk.	
9.7	What alternative options to the partnership have been considered?	Other options for delivering property led and regeneration projects are still open to the Council. This LLP partnership is just one option for the Council to consider for such projects. Any alternative options are assessed on a project by project basis.	
9.8	What are the key outcomes to be achieved over the forthcoming twelve months and how will they be measured?	<u>New Council HQ project:</u> <ul style="list-style-type: none"> <li>• Completion of the next-stage feasibility work (report back to Executive in January 2016).</li> <li>• The LLP instructing the full design team in January.</li> </ul>	

		<p>To achieve:- obtain planning consents, and putting conditional building contract in place by July. (Further report back to Executive in July seeking authority for commitment to proceed with this project).</p> <ul style="list-style-type: none"> <li>• Works provisionally programmed to commence on site in September 2016.</li> </ul>	
9.9	<p>What arrangements have been in place during the previous 12 months for the management of risk? If no risk register is in place, why was one considered unnecessary?</p>	<p>A formal WDC risk register is in place. This (and risk generally) is monitored and managed by the WDC Project Team and project governance arrangements.</p> <p>The LLP also separately monitors and manages project risk via its own Board and project governance arrangements.</p>	

Duncan Elliott  
Chief Executive's Office  
1 August 2015.