

Health Scrutiny Sub-Committee

Tuesday 16 January 2018

A meeting of the above Sub-Committee will be held at the Town Hall, Royal Leamington Spa on Tuesday 16 January 2018 at 6.00pm.

Membership:

	Councillor Parkins (Chair)
Councillor Mrs Cain	Councillor Mrs Knight
Councillor Mrs Falp	Councillor Mrs Redford

Co-opted Membership:

Councillor Quinney

Emergency Procedure

At the commencement of the meeting, the Chairman will announce the emergency procedure for the Town Hall.

Agenda

1. Apologies and Substitutes

- (a) to receive apologies for absence from any Councillor who is unable to attend; and
- (b) to receive the name of any Councillor who is to act as a substitute, notice of which has been given to the Chief Executive, together with the name of the Councillor for whom they are acting.

2. Declarations of Interest

Members to declare the existence and nature of interests in items on the agenda in accordance with the adopted Code of Conduct.

Declarations should be entered on the form to be circulated with the attendance sheet and declared during this item. However, the existence and nature of any interest that subsequently becomes apparent during the course of the meeting must be disclosed immediately. If the interest is not registered, Members must notify the Monitoring Officer of the interest within 28 days.

Members are also reminded of the need to declare predetermination on any matter.

If Members are unsure about whether or not they have an interest, or about its nature, they are strongly advised to seek advice from officers prior to the meeting.

3. **Minutes**

To confirm the minutes of the Health Scrutiny Sub-Committee meeting held on 21 November 2017. **(Item 3/Page 1)**

4. **Embedding Health and Wellbeing Strategically**

To consider a report from Health & Community Protection. **(Item 4/Page 1)**

5. **Health and Wellbeing Priorities and Action Plan 2018-20**

To consider a report from Health & Community Protection. **(Item 5/Page 1)**

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

To consider a report from Democratic Services. **(Item 6/Page 1)**

7. **Updates from Councillors sitting on Outside Bodies dealing with Health & Wellbeing**

To receive verbal updates from Councillors Mrs Redford, Mrs Falp, Mrs Knight and Thompson.

Published on 8 January 2018

General Enquiries: Please contact Warwick District Council, Riverside House, Milverton Hill, Royal Leamington Spa, Warwickshire, CV32 5HZ.

Telephone: 01926 456114

E-Mail: committee@warwickdc.gov.uk

Enquiries about specific reports: Please contact the officers named in the reports.

You can e-mail the members of the this Sub-Committee at
HealthScrutinySC@warwickdc.gov.uk

Details of all the Council's committees, councillors and agenda papers are available via our website www.warwickdc.gov.uk/committees

Please note that the majority of the meetings are held on the first floor at the Town Hall. If you feel that this may restrict you attending this meeting, please call (01926) 456114 prior to this meeting, so that we can assist you and make any necessary arrangements to help you attend the meeting.

The agenda is also available in large print, on request, prior to the meeting by calling 01926 456114.

Health Scrutiny Sub-Committee

Minutes of the meeting held on Tuesday 21 November 2017 at the Town Hall, Royal Leamington Spa at 6.00 pm.

Present: Councillor Parkins (Chairman); Councillors Bromley, Mrs Cain, Mrs Falp, and Mrs Redford.

Also Present: Councillor Thompson.

8. **Apologies and Substitutes**

- (a) An apology for absence was received from Councillor Quinney; and
- (b) Councillor Bromley substituted for Councillor Mrs Knight.

9. **Declarations of Interest**

There were no declarations of interest.

10. **Minutes**

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

11. **Health and Wellbeing Annual Update Report**

The Sub-Committee considered a report from Health & Community Protection which provided an annual update of the progress being made in delivering the Council's Health and Wellbeing approach and on improving the health and wellbeing of the communities within Warwick District.

The Health and Wellbeing (HWB) Approach detailed the Council's three priorities:

- to embed HWB at a strategic level;
- to promote HWB to the wider community (Warwickshire Health and Wellbeing Strategy priorities as sub-headings to this priority); and
- to address the HWB of our own staff.

The report sought to provide an update on the work being undertaken by the Council to deliver against these priorities and objectives (detailed in Appendix 1 to the report).

In response to questions from Members, the Head of Health & Community Protection, the Community Partnership Manager and the Localities & Partnerships Officer responded that:

- The Council ensured that health and wellbeing was embedded into every service area through meetings of the Health Officers Group which had representatives from every service area. This group met every six weeks to ensure that objectives were progressing.

HEALTH SCRUTINY SUB-COMMITTEE MINUTES (Continued)

- The recent staff welfare event had proved very successful and another was planned in the New Year. Ten men had used the prostate cancer screening service.
- Councillors would be provided with details of future events, including sports events so that they could spread the word with their constituents.
- The Head of Health & Community Protection would circulate figures of staff accessing the Council's "Cycle to Work" initiative and cycling to work. (Councillor Bromley asked for the figures.)
- A video was available for all to view on the Council's website on the Dementia Friends programme.
- The Council was going to use grant funding to develop a District wide baby breast feeding support scheme, aiming to make its buildings baby feeding friendly and encouraging businesses in the District to do the same. The Council was hoping to achieve the Unicef Baby Friendly award.
- The South Warwickshire Health & Wellbeing Partnership was finally progressing. It had taken a lot of encouragement to bring all parties to the table, consequently progress had been slow. It was hoped that this body would be properly operating in a year, at which point it would be possible to consider whether it could take over the remit of the Health Scrutiny Sub-Committee.

The Chairman thanked the officers for taking questions and it was

Resolved that the report be noted.

12. Annual Status Report – Air Quality Management

The Sub-committee considered a report from Health and Community protection which gave an update on the Council's progress towards achieving national air quality objectives.

The Council's strategy for delivering air quality improvements in its area were set out within the Council's Air Quality Action Plan and the report being considered by the Sub-Committee provided an update on the progress with the actions identified in the plan.

Within Warwick District, air quality was generally good. However, there were locations in the town centres where nitrogen dioxide (NO₂) levels regularly exceeded the national objective. This had led to the Council declaring five air quality management areas (AQMA's) with ongoing monitoring in these areas. These AQMA's were sited in Warwick town centre and Coventry Road, Warwick, Royal Leamington Spa and two small AQMA's in Kenilworth.

Vehicle emissions were the cause of NO₂ levels exceeding air quality objectives in all AQMA's. Consequently, any improvement was largely dependent on the cooperation of Warwickshire County Council to implement schemes aimed at reducing traffic congestion. Warwickshire Public Health also had a key role in promoting modal shift away from the car to encourage healthier lifestyles.

HEALTH SCRUTINY SUB-COMMITTEE MINUTES (Continued)

Attached at Appendix 1 to the report was the 2017 Air Quality Annual Status Report; and at Appendix 2, a paper, giving a preliminary overview on clean air zones and taxi emissions.

In response to questions from Members, the Environmental Protection Team Leader responded that:

- The Council was holding discussions with bus providers about their plans to retrofit older bus models to make them more environmentally friendly, and to look at providing electric buses.
- The Council was considering adopting a policy for ensuring taxi were low emission. This was at a very early stage and a main consideration would be whether this would have any noticeable effect on air quality in the District. Other considerations would need to be the effect on drivers if such a policy was adopted.

Councillor Mrs Redford informed the Sub-Committee that she had asked the management of the HS2 project what would be done to ensure that dust from the building works would not cause problems as she had heard about when HS1 was being built in Kent. To-date, she had not received a satisfactory response, except to say that there would be a 24/7 call line to report issues.

Councillor Bromley offered to send the officer details of a scheme used in Germany to mitigate the effects of carbon monoxide and dioxide pollution in the atmosphere. Lichen and moss tunnels were used and these absorbed the offending gases.

The Chairman thanked the Environmental Protection Team Leader, and it was

Resolved that the report be noted.

(Councillor Mrs Cain left the meeting whilst discussions were ongoing during this item.)

13. Review of the work Programme and Forward Plan

The Sub-Committee considered a report from Democratic Services which informed it of its work programme for 2017 and the current Forward Plan for November to January 2018.

Councillor Mrs Redford advised that she always circulated notes of meetings of the WCC Adult Social Care & Health Overview & Scrutiny Committee she attended to Members. She would obtain an electronic copy of the latest minutes and circulate those. She had been appointed to a Task & Finish group at the County Council to look at GP provision. The Group was currently drafting a Scoping Document for approval but the Group had already discovered that this needed to be "pruned" and the focus to be mainly on coping with a shortage of GPs. The deadline to complete the whole project was March 2018.

Members were asked to send their suggestions/questions to Councillor Mrs Redford for the Task & Finish Group, either directly, or via the Head of Health and Community Protection.


HEALTH SCRUTINY SUB-COMMITTEE MINUTES (Continued)

The Members then considered their Work Programme for the coming months and the Forward Plan.

Resolved that the following amendments be made to the Work Programme:

- (1) an update be provided to the March 2018 meeting on the South Warwickshire Health and Wellbeing Partnership;
- (2) Cultural Services should be asked to provide a report on physical activity promotion and development to the March 2018 meeting;
- (3) All other items in the list "Items where a date is to be set" should be removed from the Work Programme because they have been dealt with sufficiently by other Committees, with the exception of the item for an external speaker from the Care Quality Commission. This would be requested in the next municipal year; and
- (4) a suitable date be agreed with Housing Services to provide a report for pre-scrutiny work on the "Policy on Regulating the Private Rented Sector" (Forward Plan Reference 880).

(The meeting finished at 7.30 pm)

	Health Overview & Scrutiny Sub Committee – 16th January 2018	Agenda Item No. 4
Title: Embedding Health and Wellbeing Strategically		
For further information about this report please contact	Marianne Rolfe, Head of Health & Community Protection Tel: 01926 456700 Email; Marianne.rolfe@warwickdc.gov.uk	
Wards of the District directly affected	All	
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		
Background Papers	Nil	

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 and Sustainability Impact Assessment Undertaken	Yes

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	18/12/17	Andrew Jones
Head of Service	18/12/17	Marianne Rolfe
CMT	18/12/17	Andrew Jones
Section 151 Officer		
Monitoring Officer	18/12/17	Andrew Jones
Finance		
Portfolio Holder(s)	18/12/17	Councillor Andrew Thompson
Consultation & Community Engagement		
Final Decision?	No	

1. SUMMARY

The report provides an update on how health and wellbeing has been embedded at a strategic level.

2. RECOMMENDATION

2.1 That the committee note the report

3. REASONS FOR THE RECOMMENDATION

3.1 To provide an update of the work being undertaken to achieve objective 1 of the Council's health and wellbeing approach.

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> <ul style="list-style-type: none">• Improved health for all• Housing needs for all met• Impressive cultural and sports activities• Cohesive and	<u>Intended outcomes:</u> <ul style="list-style-type: none">• Area has well looked after public spaces• All communities have access to decent open space	<u>Intended outcomes:</u> <ul style="list-style-type: none">• Dynamic and diverse local economy• Vibrant town centres• Improved performance/• productivity of

active communities	<ul style="list-style-type: none"> Improved air quality Low levels of crime and ASB 	local economy <ul style="list-style-type: none"> Increased employment and income levels
Impacts of Proposal		
The report provides details on the interventions being delivered by the council towards the councils Health and Wellbeing approach.	Elements of cross over in this objective in the delivery of the council Health and Wellbeing approach	None
Internal		
Effective Staff	Maintain or Improve Services	Firm Financial Footing over the Longer Term
<u>Intended outcomes:</u> <ul style="list-style-type: none"> 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> <ul style="list-style-type: none"> Focusing on our customers' needs Continuously improve our processes Increase the digital provision of services 	<u>Intended outcomes:</u> <ul style="list-style-type: none"> Better return/use of our assets Full Cost accounting Continued cost management Maximise income earning opportunities Seek best value for money
Impacts of Proposal		
Ensuring that Staff Health and Wellbeing is provided for	Ensuring that the Health and wellbeing interventions are built into service delivery	None

- 4.2 Supporting Strategies: Each strand of the FFF Strategy has several supporting strategies and the relevant ones for this proposal are the Health and Wellbeing Approach. This report demonstrates the interventions being undertaken across the council to deliver the councils approach.
- 4.3 Changes to Existing Policies: There are no proposed changes to existing policies proposed by this report.

5. BUDGETARY FRAMEWORK

- 5.1 There are no specific budgetary requirements

6. RISKS

- 6.1 There are no risks proposed in this report

7. ALTERNATIVE OPTIONS CONSIDERED

- 7.1 None


8. BACKGROUND

- 8.1 The Health and Wellbeing Approach details the Council's three priorities
- To embed HWB at a strategic level
 - To promote HWB to the wider community (Warwickshire Health and Wellbeing Strategy priorities as sub-headings to this priority)
 - To address the HWB of our own staff
- 8.2 This report focuses upon the delivery of objective one: to embed health and wellbeing at a strategic level.
- 8.3 There are four main actions which have been identified as being important to ensure that this objective can be delivered:
- Ensure our policies, strategies, plans, projects and key decisions address HWB
 - Engage & enable staff / elected members to incorporate HWB into their roles
 - Ensure that we are working in partnership to deliver HWB objectives
 - Ensure that the HWB arrangements between stakeholders are working correctly and that feedback loops are established

- 8.4 In June 2017, the Sustainable Communities Strategy was integrated into the Fit for the Future programme to form the new priorities for the council.
- 8.5 As a result, the committee report template was changed to integrate the Fit for the Future table, which allows officers to demonstrate the contributions that the report makes towards the priority themes of the council.
- 8.6 Officers have been drafting a guidance documents to help authors of reports have an overview of all of the relevant supporting strategies and their priorities, in order to effectively demonstrate in the committee report that the contributions that are being had by the proposals of the report.
- 8.7 This document remains, at the time of writing, in a draft format, and will be integrated into the current report template guidance once approved.
- 8.8 Officers have formed a Health Officer Group which maps the contributions of the service areas to the health and wellbeing approach of the council, and to the wider Warwickshire Health and Wellbeing strategy (as detailed in the annual update to the committee).
- 8.9 This has allowed officers to collaborate better, integrate health and wellbeing factors into specific projects which are being undertaken. E.g. fuel poverty in Lapworth.
- 8.10 These measures are being further progressed by providing staff training in 2018 in 'making every contact count'; this will enable officers to sign post routinely, where appropriate, to key health messages and support.
- 8.11 We have reaffirmed lines of communication and created challenges where there has previously been none in order to ensure that Councillors representing the council on health committees, health and wellbeing boards or oversight groups are able to have a two way communication to support their roles.
- 8.12 A South Warwickshire partnership has been formed (as detailed previously in the annual update report to the committee).
- 8.13 WDC are part of the working group which is reviewing the Joint Strategic Needs Assessment (JSNA) methodologies. As part of the JSNA, a [profiling tool](#) has been created which collates all of the data held about areas (down to super-output area size geographies).
- 8.14 This profiling tool allows officers, the council and decision makers, to consider the available evidence of the health of a geography in order to target resources effectively. This tool has been used as part of the evidence which has shaped the upcoming proposals for the voluntary service contracts to be put out for tender in spring 2018.
- 8.15 The JSNA tool has been introduced to all service areas through the health officers group, and it is proposed that service areas use the tool to continue

to use the evidence contained within it to evidence the need and help to target council resources.

- 8.16 The JSNA tool has been used to help demonstrate the priority areas for the councils own Health and Wellbeing Strategy moving forward and will help to shape the focus of the South Warwickshire partnership group.
- 8.17 In 2018/19, the JSNA will conduct place-based profiles which will further map specific issues, with the identified geographies of populations of 30-50,000 people.
- 8.18 We will continue to work towards the integration of formal Health Impact Assessments in 2018/19 for all major decisions.

	Health Overview & Scrutiny Sub Committee – 16th January 2018	Agenda Item No. 5
Title: Health and Wellbeing Priorities and Action Plan 2018-20		
For further information about this report please contact	Marianne Rolfe Head of Health & Community Protection 01926 456700 Marianne.rolfe@warwickdc.gov.uk Bernadette Allen Localities and Partnership Teams 01926 456020 Bernadette.Allen@warwickdc.gov.uk	
Wards of the District directly affected	All	
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		
Background Papers	Nil	

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 and Sustainability Impact Assessment Undertaken	Yes

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	03/01/18	Andrew Jones
Head of Service	03/1/18	Marianne Rolfe
CMT	03/01/18	Andrew Jones
Section 151 Officer		
Monitoring Officer		
Finance		

Portfolio Holder(s)	03/01/18	Councillor Andrew Thompson
Consultation & Community Engagement		
Final Decision?		No
Suggested next steps (if not final decision please set out below)		

1. SUMMARY

The report outlines the Health and Wellbeing Strategic approach and action plan for 2018-20

2. RECOMMENDATION

- 2.1 That the committee support the updated health and wellbeing strategic approach and action plan for 2018-20

3. REASONS FOR THE RECOMMENDATION

- 3.1 To provide the Committee with details of the health and wellbeing priorities and action plan for 2018-20

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> <ul style="list-style-type: none">Improved health for allHousing needs for all metImpressive cultural and sports activities	<u>Intended outcomes:</u> <ul style="list-style-type: none">Area has well looked after public spacesAll communities have access to decent open space	<u>Intended outcomes:</u> <ul style="list-style-type: none">Dynamic and diverse local economyVibrant town centresImproved performance/

<ul style="list-style-type: none"> • Cohesive and active communities 	<ul style="list-style-type: none"> • Improved air quality • Low levels of crime and ASB 	<ul style="list-style-type: none"> • productivity of local economy • Increased employment and income levels
Impacts of Proposal		
The report provides details on the interventions being delivered by the council towards the councils Health and Wellbeing approach.	Elements of cross over in this objective in the delivery of the council Health and Wellbeing approach	None
Internal		
Effective Staff	Maintain or Improve Services	Firm Financial Footing over the Longer Term
<u>Intended outcomes:</u> <ul style="list-style-type: none"> • 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> <ul style="list-style-type: none"> • Focusing on our customers' needs • Continuously improve our processes • Increase the digital provision of services 	<u>Intended outcomes:</u> <ul style="list-style-type: none"> • Better return/use of our assets • Full Cost accounting • Continued cost management • Maximise income earning opportunities • Seek best value for money
Impacts of Proposal		
Ensuring that Staff Health and Wellbeing is provided for	Ensuring that the Health and wellbeing interventions are built	None

	into service delivery	
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- 4.2 Supporting Strategies: Each strand of the FFF Strategy has several supporting strategies and the relevant ones for this proposal are the Health and Wellbeing Approach. This report demonstrates the interventions being undertaken across the council to deliver the councils approach.
- 4.3 Changes to Existing Policies: There are no proposed changes to existing policies proposed by this report.

5. BUDGETARY FRAMEWORK

- 5.1 There are no specific budgetary requirements

6. RISKS

- 6.1 There are no risks proposed in this report

7. ALTERNATIVE OPTIONS CONSIDERED

- 7.1 None

8. BACKGROUND

- 8.1 The Health and Wellbeing Approach details the Council's three priorities
- To embed HWB at a strategic level
 - To promote HWB to the wider community (Warwickshire Health and Wellbeing Strategy priorities as sub-headings to this priority)
 - To address the HWB of our own staff
- 8.2 This report seeks to obtain approval of the Health and Wellbeing Strategic approach in appendix 1.

- 8.3 Within the Health and Wellbeing Approach (Appendix 1), the Health and Wellbeing priorities for 2018-20 are identified. These have been identified as through review of the Director of Public Health Report, Health and Wellbeing Board priorities and use of the Joint Strategic needs Assessment for the district.
- 8.4 The Director of Public Health Annual report has highlighted key performance measures for the Warwickshire population and allows comparisons between the districts and boroughs (appendix 1 Section 2). The values are coloured to indicate statistical importance compared to England
- 8.5 The Health and Wellbeing Board through a series of workshops have agreed to focus on a number of specific areas. Namely;
- Making prevention everybody's business (including Out of hospital, Public Health and Community Capacity elements)
 - Improving housing and wellbeing
 - Ensuring early help for vulnerable children
 - Integration and co-location of services
 - Adding value to acute service design
- 8.6 The Joint Strategic Needs Assessment profiling tool highlighted a number of statistics which have helped to shape the priorities and actions detailed in the councils own Health and Wellbeing Approach. i.e. Percentage of persons living in rented accommodation, Number of persons in receipt of support packages, Percentage of persons finding it difficult on their current income, self-harm admissions, persons admitted to hospital as emergencies which should not require admission, number of suicides, number of persons with long standing illnesses or disabilities and the heat map of these statistics.



Warwick District Council's Strategic approach to Health and Wellbeing 2018 - 20

Warwick District Council
Riverside House
Milverton Hill
Leamington Spa
CV32 5HZ

Section 1

Strategic approach to Health and Wellbeing

Introduction

The Council's Fit For Future (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.

In line with the vision, this document outlines how the Council will play its role in to improve the health and wellbeing of the communities within Warwick District and to address the health and wellbeing needs of our own staff. It defines our strategic priorities and presents an action plan – covering the period 2018-20.

Why do we need a strategic approach to Health and Wellbeing?

In 2016 the Council undertook a multi-faceted review of its approach to Health and Wellbeing. The results of the review led to a number of conclusions which will assist the Health Scrutiny & Overview Sub-Committee and Council to have a greater input into the health and wellbeing arrangements of Warwickshire and therefore improve the health and wellbeing of people who live in, work in and visit Warwick District. As a result of the review the following priorities were agreed a part of the Council's approach to health and wellbeing:

- To embed HWB at a strategic level
- To promote HWB to the wider community (Warwickshire Health and Wellbeing Strategy priorities as sub-headings to this priority)
- To address the HWB of our own staff

Director of Public Health Report

In 2017 the Director of Public Health Report stated that in Warwickshire they want everyone to experience good health and wellbeing. However to make this a reality, it was recommended that the attention needs to focus on those who are at greatest risk of harm and enable them to achieve aspirations. The Director of Public Health report focused on vulnerable groups due to the concern that whilst the health and wellbeing of the Warwickshire population in general has been significantly improved over the years, the health and wellbeing vulnerable groups continues to lag behind.

Although at a Warwickshire level, health and wellbeing is generally reported as good compared to England. It does mark significant variation in different areas across the county. Warwickshire is ranked in the 20% least deprived local authorities in the country but some of the health outcomes do not reflect this relative affluence. A number of health inequalities exist within the county and require interventions to ensure health and wellbeing needs are met.

The areas within Warwick District which have been identified as statistically significant in 2017/18 were as follows:

- Breastfeeding initiation as 69.1 (per 1,000) compared with the Warwickshire average of 72.1
- Hospital admissions of 125.1 (per 10,000) compared with the Warwickshire average of 124.7
- Incidence of TB 8.1 (per 100,000) compared with compared with Warwickshire average of 8.1
- Suicide rate (aged 10+) 14.4 (per100,000) compared with the Warwickshire Average of 14.4

Health and Wellbeing Board Priorities & Warwickshire Health and Wellbeing Strategy

The Health and Wellbeing Board is a Forum for Councillors, commissioners and communities to work with wider partners to address the determinants of health, reduce health inequalities and strengthen our communities. One of the key benefits of the health and wellbeing board is to increase the influence of local people in shaping services. The role of the Health and Wellbeing Board is to help lead and shape the health and wellbeing agenda.

The Health and Wellbeing Board through a series of workshops have agreed to focus on a number of specific areas which support wider priorities. The specific areas for 2018/19 are as follows:

- Making prevention everybody's business (including Out of hospital, Public Health and Community Capacity elements)
- Improving housing and wellbeing
- Ensuring early help for vulnerable children
- Integration and co-location of services
- Adding value to acute service design

How the strategic aims and objectives will be selected and achieved

The strategic aims and objectives have been determined using the Director of Public Health's 2016 and 17 reports, the Warwickshire Health and Wellbeing Strategy and the priorities of the Health and Wellbeing board overlaid with specific data and statistics related to key health performance, social and economic factors related to the district.

This information was then analysed to see where the district council could assist in securing improvements in the health and wellbeing of the residents and those who work or visit the district.

The Plan will be updated on an ongoing basis, to reflect updated information and new opportunities as they arise.

It is recognised that some matters cross over between different council strategies and approaches. i.e. financial inclusion. Where the case the matter has been included in both with a reference to the location of data going forward.

Monitoring and reporting

Monitoring of progress made towards meeting the aims and objectives of this strategy will be the responsibility of the Localities and Partnership Officer, reporting through the Head of Health and Community Protection to the Senior Management Team on a half-yearly basis. The strategy will be reviewed annually. The next review is due in September 2018.

Section 2: Health and Wellbeing Approach 2018-2020

Our priorities	Objectives	Indicators	What success looks like
To embed H&WB at a strategic level	<ul style="list-style-type: none"> Ensure our policies, strategies, plans, projects and key decisions address H&WB Engage & enable staff / elected members to incorporate H&WB into their roles Ensure that we are working in partnership to deliver HWB objectives Ensure that the H&W arrangements between stakeholders are working correctly and that feedback loops are established. 	<ul style="list-style-type: none"> Percentage of major decisions subject to health impact assessments (HIA) Percentage of major plans & projects considering health throughout the process Percentage of staff and elected members receiving information and training on HIA Outcomes of interventions delivered by SWWG 	<p><i>By 30th September 2018:</i></p> <ul style="list-style-type: none"> Staff and elected members have received relevant information and training, and plans are in place for the ongoing identification of training needs Training provided to staff as to how to undertake a Health Impact Assessment Policy is determined for how these will be undertaken and for what decision Ensure that Health and wellbeing is part of the process of recommissioning voluntary community support contracts and grants. <p><i>By 30th September 2019</i></p> <ul style="list-style-type: none"> An HIA process has been put in place for key decisions <p><i>By 30th September 2019</i></p> <ul style="list-style-type: none"> The South Warwickshire Wellbeing Group is delivering successful interventions Every key decision, policy strategy and project plan is subject to HIA
Promote Health & Wellbeing in the wider district	<ul style="list-style-type: none"> To ensure that we are contributing towards the outcomes of the Warwickshire Health and Wellbeing Board Strategy and Health and Wellbeing Boards priorities. To have direct and or in direct contributions towards the health indicators of Warwick residents. To map and highlight the contributions that the District Council can have both directly and indirectly on the health of Warwickshire through the routine service delivery. 	<ul style="list-style-type: none"> Director of public health annual report Health performance indicator statistics Number of persons receiving training. Number of businesses/ public buildings now recognised as friendly Increased uptake in the peer support programme. Number of Health champions conversations on mental health Number of persons 	<p><i>By 30th September 2018</i></p> <ul style="list-style-type: none"> Training provided to frontline staff in supporting the district achieving the UNICEF Baby Friendly Award Public Buildings throughout the District are recognised under the UNICEF Baby Friendly Award Working with CDW and partners to the NCT's Birth and Beyond Community Peer Support Programme across 4 targeted geographical areas of Lillington East, Brunswick, Sydenham and Warwick West To facilitate work with the Business Community to encourage them to 'sign-up' to the UNICEF Baby Friendly Award Scheme The Council Champions 'Positive Mental Health' (including dementia) To roll out mental health training with frontline workers To work with Housing Advice/ Allocations to address any gaps

		<p>undertaking mental health training</p> <ul style="list-style-type: none"> • Outcomes of the work with housing teams to support mental health • Production of directory of services • Range of interventions delivered to support those with vulnerabilities • Outcomes of intervention for suicide reduction, mental health and social isolation. • Successful Changes to services to increase support of those with mental health issues. • Active persons survey • Footfall at everyone active • Participation figures for clubs, activities and classes. • Housing conditions surveys. • Enforcement action taken by private sector housing team • Number of homeless in the district • Qualitative data surrounding impact • EPC Project outcomes. • Footfall in parks and use of leisure centres/ sports clubs • Reduction in the number of adults classed as overweight or obese • Reduction in self 	<p>that exist in terms of supporting residents with vulnerabilities. i.e. mental health issues</p> <ul style="list-style-type: none"> • Create a directory of services to support HWB, councillors and community in their roles • Ensure that community organisations are being supported to deliver community resilience activities to support health and wellbeing. • Overlap successes – improvement of the current condition of housing stock, Fuel poverty strategy in place (Sustainability Approach) <p><i>By September 2019</i></p> <ul style="list-style-type: none"> • <i>Develop a range of activities with partners to support those individuals/ groups that are at increased risk of harm/ display vulnerabilities.</i> • <i>Empower communities to deliver support to tackle mental health and suicide rates and social isolation</i> • <i>Understand the impact that service delivery has on mental health of customers and reflect this understanding in service delivery</i> • <i>The benefits of physical activity are promoted and there is an increased participation, particularly those classed as inactive</i> • <i>Improved uptake/ use of services which reduced inactivity</i> • <i>Overlap successes – Reduction in fuel poverty(Sustainability Approach)</i> <p><i>By September 2020</i></p> <ul style="list-style-type: none"> • <i>Improved housing conditions in which residents live</i> • <i>Introduce a range of interventions to address homelessness within the district</i> • <i>The health messages that are being promoted to staff are being demonstrated in their families and friends</i>
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		harm figures <ul style="list-style-type: none"> • Reduction in depression diagnosis 	
To address the H&WB of our own staff	<ul style="list-style-type: none"> • To deliver the health and wellbeing elements of the People Strategy • To reinforce the health champions role. 	<ul style="list-style-type: none"> • Continuous Improvement with respect to assessments against the Workplace Wellbeing Charter • Delivery of special projects which contribute to one of more of the priorities of the documents to which we have regard. • Active role played by the Health champions • Variety of Health and wellbeing events held for staff. • Number of staff wellness events • Number of visitors to the intranet pages • Number of staff attending mental health training • Decreased sickness absence as a result of mental health related issues • Increased number of staff participating in activity/exercise • Increased participation in challenge events • Increase in make every contact count 	<p><i>By September 2018:</i></p> <ul style="list-style-type: none"> • Achieved Workplace Wellbeing Charter renewal • Reviewed & reinvigorated the Health Champions role • Held priority Awareness & Health Check Events • Held staff health and wellbeing challenge events • There is active use of the Health and Wellbeing intranet pages • Training is provided to staff regarding improving and recognising their own and other mental wellbeing <p><i>By September 2019</i></p> <ul style="list-style-type: none"> • Links established with partners to deliver staff health and wellbeing activities and or improvements • Move by staff towards more active lifestyles • Active make every contact count ethos in place

Section 3: Action Plan

Strategic Aim 1 - Embedding Health and Wellbeing at a strategic level with the organisation

Priorities –

Ensure our policies, strategies, plans & projects address health and wellbeing

Engage & enable staff/ elected members incorporate health and wellbeing into their roles.

Indicators measures and success:

Ref	Action	Timescale	Status	Indicator Measures	Successes
1.1	Staff and elected members have received relevant information and training, and plans are in place for the ongoing identification of training needs	30 th September 2018		<ul style="list-style-type: none"> Percentage of major decisions subject to health impact assessments (HIA) Percentage of major plans & projects considering health throughout the process Percentage of staff and elected members receiving information and training on HIA Outcomes of interventions delivered by SWWG 	
1.2	Training provided to staff as to how to undertake a Health Impact Assessment	30 th September 2018			
1.3	Policy is determined for how these will be undertake and for what decision	30 th September 2018			
1.4	Ensure that Health and wellbeing is part of the process of recommissioning voluntary community support contracts and grants.	30 th September 2018			
1.4	An HIA process has been put in place for key decisions	31st September 2019			
1.5	The South Warwickshire Wellbeing Group is delivering successful interventions	30 th September 2020			

Ref	Action	Timescale	Status	Indicator Measures	Successes
1.6	That every key decision, policy strategy and project plan is subject to HIA	30 th September 2020			

Strategic Aim 2 – Promote health and wellbeing in the wider district

Priorities-

- Achieving the UNICEF Baby Friendly Award
- Public Buildings throughout the District are recognised under the UNICEF Baby Friendly Award
- Champion Positive Mental Health including dementia

Indicator Measure and successes:

Ref	Action	Timescale	Status	Indicator Measures	Successes
2.1	Training provided to frontline staff in supporting the district achieving the UNICEF Baby Friendly Award	30 th September 2018		<ul style="list-style-type: none"> • Director of public health annual report • Health performance indicator statistics • Number of persons receiving training. • Number of businesses/ public buildings now recognised as friendly • Increased uptake in the peer support programme. • Number of Health champions conversations on mental health • Number of persons undertaking mental health 	
2.2	Public Buildings throughout the District are recognised under the UNICEF Baby Friendly Award	30 th September 2018			
2.3	Working with CDW and partners to the NCT's Birth and Beyond Community Peer Support Programme across 4 targeted geographical areas of Lillington East, Brunswick, Sydenham and Warwick West	30 th September 2018			

Ref	Action	Timescale	Status	Indicator Measures	Successes
2.4	To facilitate work with the Business Community to encourage them to 'sign-up' to the UNICEF Baby Friendly Award Scheme	30th September 2018		<ul style="list-style-type: none"> training Outcomes of the work with housing teams to support mental health Production of directory of services Range of interventions delivered to support those with vulnerabilities Outcomes of intervention for suicide reduction, mental health and social isolation. Successful Changes to services to increase support of those with mental health issues. Active persons survey Footfall at everyone active Participation figures for clubs, activities and classes. Housing conditions surveys. Enforcement action taken by private sector housing team Number of homeless in the district Qualitative data surrounding impact EPC Project outcomes. Footfall in parks and use of leisure centres/ sports clubs Reduction in the number of adults classed as overweight or obese Reduction in self harm figures 	
2.5	The Council Champion's 'Positive Mental Health' (including dementia)	30th September 2018			
2.6	To roll out mental health training with frontline workers	30th September 2018			
2.7	To work with Housing Advice/ Allocations to address any gaps that exist in terms of supporting residents with vulnerabilities i.e mental health issues	30th September 2018			
2.8	To create a directory of services to support HWB, councillors and community in their roles	30th September 2018			
2.9	Ensure that community organisations are being supported to delivery community resilience activities to support health and wellbeing.	30th September 2018			
2.10	Develop a range of activities with partners to support those individuals/ groups that are at increased risk of harm/ display vulnerabilities.	30th September 2019			
2.11	Empower communities to deliver support to tackle mental health and suicide rates and social isolation	30th September 2019			
2.12	Understand the impact that service delivery has on mental health of customers and reflect this understanding in service delivery	30th September 2019			

Ref	Action	Timescale	Status	Indicator Measures	Successes
2.13	The benefits of physical activity are promoted and there is an increased participation, particularly those classed as inactive	30th September 2019		<ul style="list-style-type: none"> Reduction in depression diagnosis 	
2.14	Improved uptake/ use of services which reduced inactivity	30th September 2019			
2.15	Improved housing conditions in which residents live	30 th September 2020			
2.16	Introduce a range of interventions to address homelessness within the district	30 th September 2020			
2.17	The health messages that are being promoted to staff are being demonstrated in their families and friends	30th September 2020			

Strategic Aim 3 – To address the health and wellbeing of staff

Priorities:

To achieve the workplace Health and Wellbeing Charter


To reinforce the health champions role

To develop event to that promote health and wellbeing amongst staff

Indicator Measure and successes:

Ref	Action	Timescale	Status	Indicator Measures	Successes
3.1	To achieved Workplace Wellbeing	30 th		<ul style="list-style-type: none"> Continuous Improvement with respect to assessments 	

Ref	Action	Timescale	Status	Indicator Measures	Successes
	Charter renewal	September 2018		against the Workplace Wellbeing Charter <ul style="list-style-type: none"> • Delivery of special projects which contribute to one of more of the priorities of the documents to which we have regard. • Active role played by the Health champions • Variety of Health and wellbeing events held for staff. • Number of staff wellness events • Number of visitors to the intranet pages • Number of staff attending mental health training • Decreased sickness absence as a result of mental health related issues • Increased number of staff participating in activity/exercise • Increased participation in challenge events • Increase in make every contact count conversations. 	
3.2	To reviewed & reinvigorate the Health Champions role	30th September 2018			
3.3	To hold priority Awareness & Health Check Events	30th September 2018			
3.4	To hold staff health and wellbeing challenge events	30th September 2018			
3.5	To encourage active use of the Health and Wellbeing intranet pages	30th September 2018			
3.6	Training is provided to staff regarding improving and recognising their own and other mental wellbeing	30th September 2018			
3.7	To establish links with partners to deliver staff health and wellbeing activities and or improvements	30 th September 2019			
3.8	To encourage the move by staff towards more active lifestyles	30th September 2019			
3.9	Active make every contact count ethos in place	30th September 2019			

 Health Scrutiny Sub-Committee – 16 January 2018		Agenda Item No. 6
Title	Review of the Work Programme & Forward Plan	
For further information about this report please contact	Lesley Dury, Committee Services Officer, 01926 456114 or committee@warwickdc.gov.uk	
Wards of the District directly affected	N/A	
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	21 November 2017	
Background Papers		

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 applicable.	

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive		
Head of Service		
CMT		
Section 151 Officer		
Monitoring Officer		
Finance		
Portfolio Holder(s)		
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 informs the Sub-Committee of its work programme for 2018 (Appendix 1) and of the current Forward Plan (Appendix 2).

2. **Recommendation**

- 2.1 Members consider the work programme and agree any changes as appropriate.
- 2.2 Any amendments suggested at the meeting for the Work Programme, be made accordingly;

3. **Reasons for the Recommendation**

- 3.1 The work programme should be updated at each meeting to accurately reflect the workload of the Sub-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 sports activities Cohesive and active communities	<u>Intended outcomes:</u> Area has well looked after public spaces All communities have access to decent open space Improved air quality Low levels of crime and ASB	<u>Intended outcomes:</u> Dynamic and diverse local economy Vibrant town centres Improved performance/ 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	<u>Intended outcomes:</u> Focusing on our customers' needs	<u>Intended outcomes:</u> Better return/use of our assets

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	Continuously improve our processes Increase the digital provision of services	Full Cost accounting Continued cost management Maximise income earning opportunities Seek best value for money
Impacts of Proposal		
Nil	Dialogue between Scrutiny and Executive enables robust decision making and ensures all elements of the proposal in respect of service provision are taken into account. The Health Scrutiny Sub-Committee reports directly to the Overview & Scrutiny Committee.	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 deciding what topics to add to the Work Programme.

The work carried out by the Sub-Committee helps the Council to improve in line with its priority to manage services openly efficiently and effectively.

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 All work for the Sub-Committee has to be carried out within existing resources. Therefore, there is a limit to the time available that officers will have to assist Members, so the Sub-Committee may wish to prioritise areas of investigation.

6. **Risks**

6.1 This Sub-Committee contributes to the effective minimisation of risk by fulfilling its duties in a timely manner and reporting directly to the Overview & Scrutiny Committee which in turn, scrutinises the work undertaken by the Executive.

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

7.1 The only alternative option is not to undertake this aspect of the overview and scrutiny function.

8. **Background**

- 8.1 At each meeting, the Sub-Committee will consider its work programme and the Council's published Forward Plan and make amendments where necessary to its work programme.
- 8.2 Overview & Scrutiny Committee may request that the Sub-Committee undertakes areas of health Scrutiny.
- 8.3 Officers may present reports to the Sub-Committee to seek direction on their content.
- 8.4 Warwickshire County Council, as the lead authority for Health Scrutiny, can ask the District Council to undertake areas of health scrutiny.

Health Scrutiny Sub-Committee
Work Programme 2018

16 January 2018

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
WCC Health & Wellbeing Board meetings update		Verbal Report	Portfolio Holder		Each meeting	Ongoing
WCC Adult Social Care & Health Overview & Scrutiny Committee		Verbal Report	Cllr Mrs Redford		Each meeting	Ongoing
Feedback from other Councillors who sit on outside bodies concerning health & wellbeing		Verbal report	Councillor Mrs Knight		Each meeting	Ongoing

14 March 2018

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
How we have addressed health & wellbeing of staff		Written report	Karen Weatherburn			14 March 2018
WCC Health & Wellbeing Board meetings update		Verbal Report	Portfolio Holder		Each meeting	Ongoing
WCC Adult Social Care & Health Overview & Scrutiny Committee		Verbal Report on meeting 24 January 2018 (next meeting 14 March 2018)	Cllr Mrs Redford		Each meeting	Ongoing
Feedback from other Councillors who sit on outside bodies concerning health & wellbeing		Verbal reports	Councillor Mrs Knight		Each meeting	Ongoing
Cultural Services – Physical Activity promotion and development	21 November 2017	Written Report	Rose Winship			14 March 2018
South Warwickshire Health & Wellbeing Partnership Update	21 November 2017	Written Report	Elizabeth Young			14 March 2018
Health Strategy Update		Written Report	Elizabeth Young / Bernie Allen		Each Meeting	Ongoing

Items where a date is to be set

- Care Quality Commission – external speaker
- Policy on Regulating the Private Rented Sector – Health & Wellbeing Aspects (Forward Plan 880) Pre-scrutiny work – 28/11/17 - *Response from Ken Bruno on a delivery date – the Council is awaiting the Government to commence various provisions in the Housing & Planning Act 2016 and publish the regulations.*



Appendix 2 - Warwick District Council Forward Plan January 2018 to March 2018

**Councillor Andrew Mobbs
Leader of the Executive**

The Forward Plan is a list of all the Key Decisions which will be taken by the Executive in the next four months. The Warwick District Council definition of a key decision is: - a decision which has a significant impact or effect on two or more wards and/or a budgetary effect of £50,000 or more.

Whilst the majority of the Executive's business at the meetings listed in this Forward Plan will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is formal notice under the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 that part of the Executive meeting listed in this Forward Plan will be held in private. This is because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. Those items which are proposed to be considered in private are marked as such along with the reason for the exclusion in the list below.

If you would like to make representations or comments on any of the topics listed below, including the confidentiality of any document, you can write to the contact officer, as shown below, at Riverside House, Milverton Hill, Royal Leamington Spa, Warwickshire, CV32 5HZ. Alternatively you can phone the contact officer on (01926) 456114. If your comments are to be referred to in the report to the Executive or Committee they will need to be with the officer 7 working days before the publication of the agenda. You can, however, make comments or representations up to the date of the meeting, which will be reported orally at the meeting. The Forward Plan will be updated monthly and you should check to see the progress of the report you are interested in.

(910)

Section 1 – The Forward Plan January to March 2018

Topic and Reference	Purpose of report	If requested by Executive – date, decision & minute no.	Date of Executive, Committee or Council meeting	Publication Date of Agendas	Contact Officer & Portfolio Holder	External Consultees/ Consultation Method/ Background Papers
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4 January 2018 – No items planned for consideration at this time

Business Improvement District Leamington (Ref 906)	To receive an update on the renewal process for Leamington Spa BID		Executive 4/1/2018	19/12/2017	Suzee Laxton Cllr Butler	
12 Month Review of New Housing Allocations Policy (Ref 858)	To review the working of the new Housing Allocations Policy.		Executive 29/11/2017 Reason 1 4/1/2018	19/12/2017	Ken Bruno Cllr Phillips	
Homelessness initiatives and the Homelessness Reduction Act 2017 (Ref 907)	Purpose of report is to consider current and proposed initiatives for tackling homelessness in the light of new legislation		Executive 4/1/2018	19/12/2017	Ken Bruno Cllr Phillips	
Investment in Newbold Comyn Arms Manor House (Ref 910)	The report recommends that this Council advances a loan of £360,000 thereby enabling the erection of a single storey side extension at Newbold Comyn Arms Manor House		Executive 4/1/2018	19/12/2017	Andrew Jones Andrew Mobbs	

7 February 2018

General Fund 2018/19 Budgets & Council Tax (Ref 885)	To update Members on the overall financial position of the Council, consider the General Fund Revenue and Capital Budgets for the following financial Year. To propose the Council Tax for the following year		Executive 7/2/2018	30/1/2018	Mike Snow Cllr Whiting	
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HRA Rent Setting 2018/19 (Ref 886)	To report on the proposed level of Housing Rents for the following year and the proposed budget		Executive 7/2/2018	30/1/2018	Mike Snow Cllr Phillips	
Heating, Lighting and Water Charges 2018/19 – Council Tenants (Ref 887)	To propose the level of recharges to council housing tenants to recover the costs of communal heating, lighting and water supply		Executive 7/2/2018	30/1/2018	Mike Snow Cllr Phillips	
Treasury Management Strategy (Ref 888)	To seek member approval of the Treasury Management Strategy and Investment Strategy for the forth coming year		Executive 7/2/2018	30/1/2018	Mike Snow Cllr Whiting	
Re-commissioning of services provided by the Voluntary and Community Sector 2018-2021 and review of VCS investment (Ref 884)	For members to approve the tender specification for the re-commissioning of VCS services for 2018-2021 and to approve the recommendations for savings relating to the Council's investment in the VCS within the H&CP budget for 2018 – 19. (It is anticipated that part or all of this report will be considered in confidential session by the Executive because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information))		Executive 29/11/2017 4/1/2018 Reason 5 7/2/2018	30/1/2018	Liz Young Cllr Thompson	To follow
Leasing properties from the private rented sector (Ref 909)	To consider leasing property from the private rented sector		Executive 7/2/2018	30/1/2018	Ken Bruno Cllr Phillips	
Leisure Development – Phase II (Kenilworth) (Ref 803)	To agree the scope of Phase II.		Executive 28/9/2016 Reason 5 7/2/2018	30/1/2018	Rose Winship Cllr Coker	

Consideration of a Hackney Carriage Vehicle Limitation Policy (Ref 851)	To update members on the results of the WDC Hackney Carriage Unmet Demand Survey and: Meeting1 – Introduce highlights of survey and propose a 6 week consultation on recommended options outlined in the survey. Meeting 2 – Update on the consultation & determine any change to policy, following the consultation.		Executive 29/11/2017 Reason 1 7/2/2018	30/1/2018	Lorna Hudson Cllr Thompson	Taxi trade, local business, safer communities, disability, equality and other local group representatives, Town Councils, Police. Questionnaire on website/email. CTS Traffic & Transportation Final Report - July 2016 Licensing & regulatory Committee 25/9/2017
Investment in Playbox Theatre (Ref 911)	The report recommends that this Council advances a loan of £100,000 to Playbox Theatre Limited (Company number 03462037), thereby enabling the construction of a new access drive to overspill car park and delivery area		Executive 7/2/2018	30/1/2018	Andrew Jones Cllr Butler	
2018/19 ICT Services Digital Work Programme (Ref 912)	Review progress on current year's programme and set out the planned 2018/19 Work Programme		Executive 7/2/2018	30/1/2018	Tass Smith Cllr Mobbs	Executive Report 2 nd December 2015 – Digital Transformation of Council Services Executive Report 8 th March 2017 - 2017/18 ICT Services Digital Work Programme

Events Review (Ref 832)	To look into the processes of the Business Support and Events Team, and the services that we offer to event organisers throughout the District		Executive 8/3/2017 Reason 4 7/2/2018	30/1/2018	James DeVille Cllr Butler	External consultees include: police, fire service, ambulance service, the four town councils, three chambers of trade, BID Leamington, event organisers
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7 March 2018

One Stop Shop Business Case (Ref 894)	Provide a Business Case to ensure that the shared One Stop Shop Service is in line with Warwick District Council's ICT & Digital Strategy 2015-19		Executive 7/3/2018	27/2/2018	Graham Folkes- Skinner Cllr Grainger	
Car Park Strategy (Ref 895)	To seek approval for the proposed car parking strategy 2018-2028		Executive 7/3/2018	27/2/2018	Paul Garrison Cllr Grainger	

Section 2 Key decisions which are anticipated to be considered by the Council between April and June 2018

Topic and Reference	Purpose of report	If requested by Executive – date, decision & minute no.	Date of Executive, Committee or Council meeting	Publication Date of Agendas	Contact Officer & Portfolio Holder	External Consultees/ Consultation Method/ Background Papers
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There are currently no scheduled key decisions between April and June 2018

Section 3 Key decisions which are anticipated to be considered by the Council but the date for which is to be confirmed						
Topic and Reference	Purpose of report	History of Committee Dates & Reason code for deferment	Contact Officer & Portfolio Holder	Expansion on Reasons for Deferment	External Consultees/ Consultation Method/ Background Papers	Request for attendance by Committee
Council Development Company (Ref 727)	To consider a report on establishing a Council Development Company.	Executive 9/3/2016 2/6/2016 29/6/2016 Reasons 1 & 2	Bill Hunt Cllr Phillips	Awaiting further information on the implications of the Housing & Planning Act.		
HRA Asset Management and Development Policy (Ref 829)			Bill Hunt Cllr Phillips			
Recording and Broadcasting of Public Meetings (Ref 840)	To inform members of the research into the potential to record and broadcast all Council meetings as per the Notice of Motion to Council.	Council 29/6/2016 Executive 5/1/2017 8/2/2017 Reason 3	Graham Leach Cllr Mobbs	Currently being investigated in tandem with Council Chamber PA issues.		
Councillors IT (Ref 841)	To report back on the work of the Councillor IT Working Party.	Executive 5/1/2017 8/2/2017 Reason 3	Graham Leach Cllr Mobbs	Awaiting the outcome of Members' Allowances Review.		
WDC Enterprise – New Trading Arm (Ref 817)	To seek approval to establish a Local Authority Trading Company, to expand support provision whilst capitalising on existing skills to maximise income.	Executive 2/11/2016 Reason5 5/1/2017 Reason5 8/2/2017 Reason 5	Gayle Spencer Cllr Butler			

HQ Relocation Project – outcome of phase 1 work (Ref 801)	To consider the outcomes of the phase 1 work and, if appropriate, seek approval for commencement of the phase 2 delivery works.	Executive 26/07/2017 Reason 3	Bill Hunt Cllrs Mobbs, Whiting, Rhead, Butler, Grainger	Timing is dependent on the completion of the planning, marketing and procurement processes.		
Proposed Relocation of Kenilworth School (Ref 869)	To agree the Council's level of support in enabling the school to take its proposals forward.	Executive 28/06/2017 Reason 3	Andrew Jones Cllr Mobbs			
Policy on Regulating the Private Rented Sector (Ref 880)	To adopt a revised policy on private rented sector regulation in light of new legislation and guidance.		Ken Bruno Cllr Phillips	Awaiting the publication of government guidance.		
Linen Street Car Park (Ref 861)	To consider recommendations for redevelopment for the Linen Street Car Park facility	Executive 28/06/2017 Reason 3	Paul Garrison Cllr Grainger			Ward Councillors
Leamington Cemetery North Lodge (Ref 828)	To review the future use of Leamington Cemetery North Lodge.	Executive 4/4/2017 28/06/2017 31/08/2017 Reason 3	Rob Hoof Cllr Grainger			
Corporate Asset Management Strategy (Ref 641)	To propose an Asset Management Strategy for all the Council's buildings and land holdings.	Executive 29/6/2016 Reason 5 1/9/16 Reasons 3 & 5 5/1/2017 Reasons 3 & 5 8/2/2017 Reasons 3 & 5 26/07/2017 Reasons 3 & 5 31/8/2017 Reason 3	Bill Hunt Cllrs Mobbs, Butler, Grainger, Coker & Whiting			

Leamington Spa Car Parking Displacement Plan (Ref 844)	To set out the options available should vehicles be displaced from Covent Garden car park and to consider alternative parking options within Leamington Town Centre.	Executive 4/4/2017 Reason 2 31/08/2017 Reason 3 27/9/2017 Reason 5	Gary Charlton Cllr Grainger			
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Section 4 – Items which are anticipated to be considered by the Executive but are NOT key decisions

Topic and Reference	Purpose of report	If requested by Executive – date, decision & minute no.	Date of Executive, Committee or Council meeting	Publication Date of Agendas	Contact Officer & Portfolio Holder	External Consultees/ Consultation Method/ Background Papers
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4 January 2018

Revisions to the Scheme of Delegation & Council procedure rules (Ref 819)	To request revisions to the Constitution/ Delegation Agreement with regard to the determination of Planning Applications, the adoption of open space & an amendment to Council procedure rules regarding Notices of Motion		Executive 4/1/2018	19/12/2017	Gary Fisher, Graham Leach Cllrs Coker, Mobbs & Rhead	
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7 February 2018

Rural Urban Community Initiative Scheme Applications	To consider applications for Rural and Urban Initiative Grants.		Executive 7/2/2018	30/1/2018	Jon Dawson Cllr Whiting	
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7 March 2018 - No scheduled reports at this time.

Delayed reports:

If a report is late, officers will establish the reason(s) for the delay from the list below and these will be included within the plan above:

1. Portfolio Holder has deferred the consideration of the report
2. Waiting for further information from a Government Agency
3. Waiting for further information from another body
4. New information received requires revision to report
5. Seeking further clarification on implications of report

Details of all the Council's committees, Councillors and agenda papers are available via our website www.warwickdc.gov.uk/committees

The forward plan is also available, on request, in large print on request, by telephoning (01926) 456114