

 Executive - 13th March 2013		Agenda Item No. 10A
Title	Endorsement of Parish Plans for Baginton, Offchurch, Leek Wootton & Guy's Cliffe and Budbrooke	
For further information about this report please contact	Bernadette Allen Tel: 01926 456020 Bernadette.Allen@warwickdc.gov.uk	
Wards of the District directly affected	Stoneleigh, Cubbington, Leek Wootton and Budbrooke	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	Yes/ No	
Date and meeting when issue was last considered and relevant minute number	Executive – 29 th September 2010	
Background Papers		

Contrary to the policy framework:	Yes/ No
Contrary to the budgetary framework:	Yes/ No
Key Decision?	Yes/ No
Included within the Forward Plan? (If yes include reference number)	Yes/ No
Equality & Sustainability Impact Assessment Undertaken	Yes/ No
No equality and sustainability impact assessment was undertaken by Warwick District Council as the report is about endorsing Parish Plans that fall within the responsibility of Parish Councils to implement.	

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	19/02/13	Andrew Jones
Head of Service	19/02/13	Susie Drummond
CMT	19/02/13	Chris Elliott/ Bill Hunt
Section 151 Officer	19/02/13	Mike Snow
Monitoring Officer	19/02/13	Andrew Jones
Finance	19/02/13	Mike Snow
Portfolio Holder(s)	20/02/13	Cllr Les Caborn
Consultation & Community Engagement		
Relevant Officers representing potentially impacted service areas in the District and County Council have been asked to comment on the proposed actions in each of the Parish Plans.		
Final Decision?		Yes/No
Suggested next steps (if not final decision please set out below)		

1. **SUMMARY**

- 1.1 The Parish Appraisal/ Planning Process is a well-established way of articulating the needs and aspirations of rural communities. This report is seeking the inform Executive of the actions included in four completed Parish Plans (Baginton, Offchurch, Leek Wootton & Guys Cliffe and Budbrooke).

2. **RECOMMENDATION**

- 2.1 That the Executive notes the actions detailed in each of the Parish Plans summarised in appendix 1.
- 2.2 That the Executive endorses the Parish Plans for Baginton, Offchurch, Leek Wootton & Guys Cliffe and Budbrooke.
- 2.3 That the Executive notes the minor amendment to the 'Joint Protocol for WCC/WDC Involvement in responding to Parish Plans and Village Design Statements'.

3. **REASONS FOR THE RECOMMENDATION**

- 3.1.1 In September 2010 the Executive agreed to adopt a 'Joint Protocol for WCC/ WDC Involvement in responding to Parish Plans, Parish Appraisals and Village Design Statements' (see Appendix 2). The Protocol defines the support available from Warwick District to groups in developing their appraisals/plans and sets out the process for the Executive's consideration of endorsement of the plan.
- 3.1.2 A number of issues have been by the groups during the production of the presented parish plans:
- Involving Parish Councils in Planning applications
 - Transport issues such as cycle paths, bus services and school transport services
 - Speeding, road improvements and parking on pavements
 - Reducing the risk of flooding
 - Addressing green issues such as alternative sources of energy, communal composting, recycling and rubbish collection
 - Improving information and communications such as improving broadband services available in the Parish
 - Planning development and how Parish areas can have an input into proposals for any development in rural areas
 - Parish Councils to work in close liaison with WDC to maintain current levels of services
 - Development of emergency plans in case of flood and other emergencies
- 3.13 The Joint Protocol requires that ' following presentation at the relevant community forum, all Parish Appraisals/ Plans/VDS should be reported to the District Council Executive and the County Council's *executive body/person* for endorsement, full or part thereof'. In compliance with the Protocol it is recommended that the Council's Executive endorses the Parish Plans for Baginton, Offchurch, Leek Wootton & Guys Cliffe and Budbrooke.

- 3.2 As previously agreed by Executive in September 2010 that following any further consultation with parish councils and community forums, minor amendments can be agreed by the Head of Corporate and Community Services, in consultation with the Portfolio Holder for Community Services. Please note the minor amendment made to the Protocol in June 2012, was due to the disbandment of the Warwickshire County Council Area Committees it was necessary to find another way of considering Parish Plans in accordance with the joint protocol. Therefore the amendment made was at 8,9 and 15 by the replacement of the 'Warwick Area Committee' with Executive body/person'.

4. POLICY FRAMEWORK

- 4.1 The development of Parish Plans can be linked to the Council's Corporate Business Improvement Plan (Fit for the Future). The Plan can provide information about our customers in rural communities.
- 4.1 A requirement of the Joint Protocol for WCC/ WDC Involvement in responding to Parish Plans, Parish Appraisals and Village Design Statements' (see Appendix 2) is that once Parish Plans have been presented to the relevant Community Forum any Plan is presented to the District Council's Executive for endorsement.
- 4.2 Improving the capacity and confidence of rural communities through closer working with Parishes in the development of Parish Plans is a key element within the Warwick District Sustainable Community Strategy (SCS). Rurality is one of the key cross cutting themes of the SCS.
- 4.3 Under the Localism Act 'neighbourhoods' will be able to use Neighbourhood Development Orders to grant planning permission in full or outline for new buildings. This is through the developing a Neighbourhood Development Plan which is prepared by local communities. However any Neighbourhood Development Plan needs to conform to both a Parish Plan and the District Council's Local Plan.

5. BUDGETARY FRAMEWORK

- 5.1 Parish Councils can apply to their respective community forums for a grant to help them fund the development of their Parish Plans and assist in the implementation of actions that align with community forum priorities.
- 5.2 The Council may provide support within existing resources to support Parishes in implementing actions identified in their Plans. There is no impact on existing budgets identified from the parish plans.

6. ALTERNATIVE OPTION(S) CONSIDERED

- 6.1 No alternative option was considered as the Protocol was developed to ensure Parish Councils feel included and connected to other key structures and decision making processes.

7. BACKGROUND

- 7.1 Community consultation and involvement is increasingly important to the life and development of rural communities. Consultation processes help to find out how a village or town feels about itself, its strengths and weaknesses and how

its residents want it to develop in the future. Central to the consultation process in rural areas are three consultation mechanisms that are key elements of the Government's rural policy:

- **Parish Appraisals**
A Parish Appraisal takes a detailed look at life in a Parish. The appraisal is devised and conducted by local residents, creating a snapshot of community life at a point in time. Often information obtained in the Parish Appraisal process is used as a foundation for a Parish Plan
- **Parish Plan**
Parish Plans take a snapshot of community life in a Parish provided by the appraisal, highlighting needs and aspirations, enabling the Parish council to devise an action plan for the short to medium term
- **Village Design Statements**
The third element of this range of rural policy mechanisms is a Village Design Statement. These relate to the physical design and layout of a settlement and may be adopted by the local planning authority as supplementary planning documents, provided there is close involvement with officers Development Services. They primarily relate to the district council as the local planning authority, although in certain circumstances, they do address traffic management and highway design issues that are responsibilities of the county council

7.2 The District Council in the previous Corporate Strategy (2007 -2011) set a priority around encouraging the development of Parish Plans. As a result within the District there are four completed Plans in addition to the four proposed here, a further 10 are currently at different stages of development.

7.3 Parish Councils/ Parish Plan Steering Groups are encouraged to engage with elected members/ public sector partners on issues identified in Parish Plans. The Joint Protocol allows both Councils to respond to actions identified in the Parish Plan. In the following areas there are budgetary constraints which means that support in implementing identified actions is limited in:

- Highway maintenance
- Improvements to cycle routes in rural areas
- Repairs to footpaths and pavements