

WARWICK DISTRICT COUNCIL

Minutes of the meeting held on Wednesday 8 August 2018, at the Town Hall, Royal Leamington Spa at 6.00pm.

PRESENT: Councillor Cross (Chairman); Councillors Ashford, Barrott, Bromley, Mrs Bunker, Cain, Mrs Cain, Coker, Cooke, D'Arcy, Davies, Davison, Doody, Edgington, Mrs Evetts, Mrs Falp, Gallagher, Gifford, Gill, H Grainger, Mrs Grainger, Heath, Mrs Hill, Howe, Mrs Knight, Margrave, Morris, Murphy, Naimo, Noone, Parkins, Phillips, Quinney, Mrs Redford, Shilton, Mrs Stevens, Thompson, Weed, Whiting and Wright.

23. **Recording of meetings**

It was proposed by the Chairman, duly seconded and

Resolved that

- (1) from this point forward, any meetings of the Council, held in the Council Chamber at the Town Hall, Royal Leamington Spa, will be both audio and visually recorded including where the public and press have been excluded; and
- (2) Council Procedure Rules be updated to reflect this.

24. **Apologies for Absence**

Apologies for absence were received from Councillors Boad, Butler, Day and Illingworth.

25. **Declarations of Interest**

There were no declarations of interest.

26. **Minutes**

The minutes of the meeting of the Council held on 20 June 2018 were taken as read and duly signed by the Chairman as a correct record.

27. **Communications & Announcements**

The Chairman informed Council that:

- he had attended 26 engagements since the last Council meeting, these had included Leamington Community Fun Day, RAF 100 in Coventry, Motion House 30th Birthday, Armed Forces Day flag raising, Leamington Society Awards, Bowls England Open Championships in Victoria Park, Commonwealth Games launch for Warwick District, Warwickshire Girl Guides 8th Internal Camp; and
- there was no business to consider under item 5 (Petitions) nor Item 7 Public Submissions.

28. **Notice of Motion**

Councillor Cross informed Council that after the agenda was published and prior to the start of the meeting, Councillors Ashford, Mrs Bunker, Cain, Mrs Cain, Mrs Evetts, Hill, Murphy, Noone, Mrs Redford, Stevens and Wright had withdrawn their support for the motion. However, because there were more than the required 10 signatories to the Motion, the Council could still consider the matter, in line with Council procedure rules.

Councillor Parkins proposed to consider a notice of motion by Councillor Parkins under Council Procedure rule 16 "Rescission of Preceding Resolution" seconded by Councillor Gallagher and supported by Councillors: Barrott, Bromley, D'Arcy, Davison, Mrs Falp, Gifford, Hill, Naimo, Quinney and Weed as follows:

The former Royal Navy Club premises in Adelaide Road, Leamington Spa, a Warwick District Council asset, is to be leased out to local community groups and associations. This action is welcomed by all. However, in order to secure a long-term base and security for these groups and associations, the following Notice of Motion seeks members' agreement:

"That Warwick District Council protect the premises in Adelaide Road, Leamington Spa, for local community use only and offer security with a minimum 10-year lease and a report is brought to the Executive for them to consider on this matter.

That the resolutions approved under Item 13 of the Executive meeting of 5 April 2018 be duly amended to reflect this motion:

Resolution clause 3 final words "including the Royal Naval Club site, as a priority" be deleted

Resolution clause 5 opening words 'the offer of a short term let' be replaced with "the offer of a minimum 10 year let with no 3 month break clause".

Councillors Parkins, Knight, Gifford, Mobbs, Gill, H Grainger, Cooke, Mrs Grainger, Mrs Falp, Davison, Rhead, Naimo, Quinney, Coker, Gallagher, addressed Council on this matter.

During the debate Councillor Coker provided two Points of Order

- (1) a two year lease had been offered on the property; and
- (2) LAMP would be offered a two year lease with no break clause for its current property.

During the debate Councillor Mobbs proposed that a recorded vote be taken on this matter. As required by Council Procedure Rules this was duly seconded by two Councillors.

On being put to the vote the motion was lost by 24 votes to 13 with four abstentions. The votes were cast as follows:

For: Councillors: Barrott; Bromley; D'Arcy; Mrs Falp; Gallagher; Gifford; Gill; Heath; Mrs Knight; Naimo; Parkins; Quinney and Weed.

Against: Councillors: Ashford; Mrs Bunker; Cain; Mrs Cain; Coker; Cooke; Cross; Davies; Doody; Edgington; Mrs Evetts; Miss Grainger; Mrs Grainger; Howe; Mobbs; Morris; Noone; Phillips; Redford; Rhead; Shilton; Thompson; Whiting and Wright.

Abstention: Councillors: Davison; Mrs Hill; Margrave and Mrs Stevens.

29. **Leader's and Portfolio Holders' Statements**

The Portfolio Holder for Neighbourhood Services, Councillor Grainger, informed Council that there had been an increase in waste collections in parks especially the destination parks and an offer had been made to rural parishes to provide assistance, if possible, in specific parks. In addition the Contract Services Team was back to full strength.

The Portfolio Holder for Development, Councillor Rhead, informed Council that:

- (1) further to previous statements he could confirm it was AC Lloyd who had agreed to build a show home to a high sustainable living standard. In addition to this they had now committed to building eight further houses to the same specification within their Oakley Grove phase 2 scheme. This would be promoted as part of joint campaign between AC Lloyd and Warwick District Council;
- (2) he had an article printed last week in the Leamington Courier, about reducing water consumption and water harvesting. Discussions were ongoing with officers about how these principles could be contained within new build developments; and
- (3) the planning enforcement team had an exceptionally high case load at present and they would be prioritising the cases they could respond to.

The Portfolio Holder for Culture, Councillor Coker informed Council that:

- (1) in the first full year of the contract with Everyone Active there had been almost 1 million attendances at the centres and in the last quarter there had been 260,000 attendances. These figures were greater than expected and with the Climbing Wall opening at Newbold Comyn within the next week, they were due to increase further; and
- (2) there had been a LGA peer review of the cultural aspect of the service area. The draft report had been received and the final report with action points would be brought to Councillors in due course.

The Portfolio Holder for Housing, Councillor Phillips, informed Council that:

- (1) in response to the recent investigation into fire doors failing to meet performance standards and subsequent withdrawal from the market of a form of glazed composite flat entrance fire door identified in Grenfell Tower that failed to meet the required 30 minutes fire resistance following testing. Further investigations by the Minister for Housing Communities & Local Government subsequently had identified problems with similar types of glazed composite doors produced by other manufacturers, all of which had been withdrawn from sale.

Warwick District Council did not have any of the named fire door products within its multi-storey blocks, nor was it installing any of these doors as part of our current refurbishment programme. Following the fire at Grenfell, the Council took the proactive step to inspect all of our flat entrance doors across the seven multi-storey blocks and two six-storey blocks through joint inspections with Warwickshire Fire and Rescue Service (WFRS), replacing any doors that were considered defective or of concern.

The Council was delivering a comprehensive programme to replace all flat entrance door sets within the nine blocks with new door sets to provide 60 minutes fire resistance. By doubling the required fire resistance required within the building regulations from 30 to 60 minutes the Council was

providing the highest level of safety and reassurance to our residents. The installation of 60 minute flat entrance door sets had been completed at 1-54 Radcliffe Gardens and work had started at 44-62 Binswood Street and 44 Clarendon Square. This work would be followed by flat entrance door replacements at Ashton Court, Christine Ledger Square, Eden Court, Southorn Court, 29-74 Stamford Gardens and Westbrook House.

The fire resistance of the new 60 minute flat entrance door sets had been tested and certified by a third party (Exova) to British Standards to ensure its fire resistance and conformity. Furthermore, the installation contractor had been trained and audited by Exova for accreditation to ensure that the fire doors were appropriately installed to each flat entrance. The use of third party accreditation provided the best possible assurance that the new door sets had been suitably sourced as well as suitably installed to comply with the Building Regulations and supporting documents.

The installation of the new flat entrance doors was part of the wider £2.5m programme of investment to improve fire safety as well as the overall aesthetics within the common areas of the nine blocks, all were scheduled to be completed by December 2019. This work had already delivered upgraded fire alarm systems to common areas and individual flats, drench systems within the bin stores and the ongoing installation of mechanical smoke ventilation to stair wells. Further work would deliver improved fire stopping, new 60 minute fire resistant common area doors, bin chute hoppers and dampers, upgraded electrical installations and emergency lighting, new decorations, flooring and signage.

Each element of the work had been specified through consultation with Building Control and WFRS, and where reasonably practicable the Council had chosen to exceed current requirements or to upgrade to meet modern standards;

- (2) on 2 August Warwickshire Fire and Rescue Service undertook a joint large scale operational fire safety exercise at Ashton Court in Lillington. This exercise provided an opportunity for the fire service to simulate a fire within one of the flats in order to test the effectiveness of their new high rise safety procedure; and
- (3) the new allocations scheme that Council approved earlier this year, would come into effect from 9 August 2018. This would lead to a more flexible allocation process and had been delivered on schedule as originally planned in the reports to Council.

The Portfolio Holder for Health & Community Protection informed Council that:

- (1) nail bars were part of the WDC Health and Safety Intervention plan for 2017/2018 on the back of a rapid rise in nail bars opening in the District and complaints from customers concerned about the chemicals being used. 50 nail bars had been inspected, looking at the potential hazards which included: poor ventilation, inadequate chemical control and waste management could affect both staff and customers. Working procedures, equipment maintenance and staff training were checked. Guidance letters were sent to the nail bars and subsequently followed up by an advisory visit. Risk assessments were checked and further guidance given with revisits scheduled to check compliance. Guidance and findings were shared with Warwickshire Health and Safety Liaise Group for them to roll out a similar intervention plan;

- (2) the tell MAMA, the leading response and support service for victims of anti-Muslim hatred and Islamophobia in the UK released its annual report this week, and it once again showed an increase in Hate Crime, with a 16.3% rise in reports from online platforms. This Council was part of a multi-agency group that worked with Police to improve reporting of Hate Incidents and Hate Crimes and reviewed how cases were investigated. Hate Crime had increased in Warwick District between March 2018 and May 2018. Of the 50 recorded crimes with keywords for hate, 19 of the 50 crimes were racist (racially or religiously aggravated public fear, alarm or distress). There were no patterns in term of locations but 26% occurred as part of the persons employment;
- (3) the Bid, Electric Bus Scheme was submitted to the Office of Low Emission vehicles. This was for a grant to being a full electric bus route 67 in Leamington using opportunity charging. A consortium of partners had worked together to deliver the grant application for this first of a kind bus scheme. The bus route passed through the South Leamington Air Quality Management Area and it had been calculated that it would deliver over £17m of environmental cost savings for the scheme's cost of approximately £3m. It was anticipated the decision of the grant application would be towards the end of September;
- (4) the CCTV team had achieved (BS7958:2015 Closed circuit television (CCTV) – Management and operation), following independent annual British Standard inspection. They were the second team in the country to achieve the award and had achieved every year, and for 6 out of 8 years achieved highest standard being 'compliant in every regard with no opportunity to improve'. This was an excellent service recognised in commendations from Police. The team provided a wide range of service not just relating to crime and disorder but missing persons, emergency planning and event management. The Council had agreed to replace the ageing analogue system which would transform service to digital making it Fit for the Future; and
- (5) there were a number of sustainability projects being undertaken across the Council, which had been detailed in a recent report to Overview & Scrutiny Committee. As part of this there would be a further report to the Committee on fuel poverty. To support these projects the Council had two students on placement from Warwick University. Ongoing work included research on the contribution of commercial cars i.e. Taxis to the air quality; review of the 'green' benches and their impact on air quality; evaluation of the electric vehicle charging points installed in the district as result of low emission strategy. Officers would review the outputs from these projects and continuing actions would be determined. Work continued on the EPC and landlords project with Act on Energy, delivering ECO Flex, measuring impacts including district carbon emission and an internal recycling audit.

30. **Questions to the Leader of the Council & Portfolio Holders**

Councillor Mrs Falp asked the Portfolio Holder for Culture if he was aware that a residents, who was in receipt of state pension had had to pay full price at St Nicholas Park Leisure Centre because they were under 67, and that there was no easily identifiable pricelist on the Everyone Active website or at venues so it was difficult to determine what concessions were available?

In response Councillor Coker agreed to investigate this and report back.

Councillor Barrott asked the Portfolio Holder for Neighbourhood Services, if it was possible to have an update on the introduction of a policy regarding single use plastics by the Council and with the reduced rates in recycling in the District how was this impacting on the contract?

In response Councillor Mrs Grainger explained that there was no specific impact on the contract because Sita received the profit from the sales of recyclable materials.

In response Councillor Thompson explained that there was a plastics policy being developed for the Council and this would come to Executive in due course.

Councillor Gifford asked the Portfolio Holder for Finance what lessons had been learned from failing to meet the statutory deadline for publishing accounts and what actions would be taken to ensure this would not happen again?

In response Councillor Whiting explained that a full report would be produced on this matter following an investigation. However at this time the importance was to complete the accounts for the revised deadline.

Councillor Davison asked the Portfolio Holder for Development if he was aware that councils could now require greater levels of insulation in new builds and that Exeter had built some houses to a passive house standard; and therefore was this something this Council could investigate?

In response Councillor Rhead explained he was aware and discussions on this were taking place.

Councillor Naimo asked the Portfolio Holder for Development for clarification regarding the Althorpe Street student housing developments and what involvement the Council had in these?

In response Councillor Rhead explained there was a Student Housing SPD being developed.

Councillor Naimo asked the Leader to instigate a cross party reference group for the work developing the Creative Quarter?

In response the Leader explained there would be consultation for all to respond to and Ward Councillors would be kept informed.

Councillor Shilton asked the Portfolio Holder for Health & Community Protection if he would write to the two local MPs encouraging them to support the private members bill regarding acid attacks?

In response Councillor Thomson agreed to write to the two MPs on this matter.

Councillor Mrs Knight asked the Portfolio Holder for Finance if a budget had been allocated to help mitigate the impact of Universal Credit introduction within Warwick District?

Councillor Whiting, explained that a budget had been allocated and preparations were taking place to ensure that in the transition phase nobody was disadvantaged.

Councillor Quinney asked the Portfolio Holder for Housing if there was an opportunity to build upon the success of resettling five refugee families within the District to aid the Government programme?

Councillor Phillips agreed that this had been successful for the District and there were ongoing discussions in this area.

Councillor Heath asked the Portfolio Holder for Neighbourhood Services why the barriers to prevent high vehicles entering Myton Fields had yet to be installed, when this was known to be a site used by travellers for overnight stays prior to attending Kenilworth horse fair?

In response Councillor Grainger explained that the installation had taken longer than expected but would be completed by the middle of August 2018. When the travellers were there last time there were a number of other campers who set up and used the site, though car parking did not decline. In addition the travellers left very little mess and rubbish was either left in or next to the bin. In addition to this, consideration was being given on how to protect other vulnerable site including rural areas.

31. **Executive Report**

The reports of the Executive meetings held on 31 May 2018 (excluding minutes 2 and 4 that were considered by Council on 20 June 2018) and 27 June 2018, were proposed duly seconded and

Resolved that the reports be approved.

32. **Employments Committee**

It was proposed by Councillor Mrs Bunker, duly seconded and

Resolved that the report of the Employment Committee on 13 June 2018 be approved.

33. **Revisions to the Statement of Licensing Policy**

The Council considered the revised Statement of Licensing Policy which was applicable to all Licenced Premises.

The Licensing Authority was required by the Licensing Act 2003 to review its Statement of Licensing Policy every five years.

The changes to the policy reflected changes in legislation and government guidance and would bring Warwick District Council in line with Coventry City and the other Warwickshire District and Borough Councils to demonstrate a coordinated approach to applications, compliance monitoring and enforcement standards.

The amended policy had been consulted upon and was attached as Appendix 1 to the report.

The revised Policy had been supported by the Licensing & Regulatory Committee at its meeting on 6 August 2018.

It was proposed by Councillor Thompson, duly seconded and

Resolved that the revised Statement of Licensing Policy, as set out at Appendix 1 to the report, be approved.

34. **Amendments to Council Procedure Rules**

It was proposed by Councillor Cross, duly seconded and

Resolved that Council considers amending Council Procedure Rule 33 to record that Overview & Scrutiny Committee and Finance & Audit Scrutiny Committee have all agreed that any of their meetings held in the Council Chamber at the Town Hall, Royal Leamington Spa, will be both audio & visually recorded including where the public and press have been excluded.

35. **Public & Press**

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

Minute Nos.	Para Nos.	Reason
36	1	Information relating to an Individual
36	2	Information which is likely to reveal the identity of an individual
36	3	Information relating to the financial or business affairs of any particular person (including the authority holding that information)

36. **Confidential Executive Report**

The confidential reports of the Executive meetings held on 27 June 2018 and 25 July 2018 were proposed and duly seconded.

Councillors Heath, Whiting, Barrott, Gifford, Naimo Mrs Falp and Quinney spoke on this item.

On being put to the vote it was:

Resolved that the reports be approved.

37. **Common Seal**

It was

Resolved that the Common Seal of Warwick District Council be affixed to such documents as may be required for implementing decisions of the Council arrived at this day.

(The meeting ended at 8.21 pm)

Chairman
19 September 2018