

# Overview and Scrutiny Committee

Tuesday 4 November 2014

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A meeting of the above Committee will be held at the Town Hall, Royal Leamington Spa on Tuesday 4 November 2014 at 6.00pm.

## Membership:

Councillor Mrs Falp (Chairman)	
Councillor Mrs Blacklock	Councillor Mrs Grainger
Councillor Boad	Councillor Gill
Councillor Mrs Bromley	Councillor Guest
Councillor Brookes	Councillor Mrs Higgins
Councillor Copping	Councillor Illingworth
Councillor Ms Dean	Councillor Kinson
Councillor Edwards	Councillor Wreford-Bush

## Emergency Procedure

At the commencement of the meeting, the emergency procedure for the Town Hall will be announced.

## Agenda

### 1. Substitutes

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. Development Services Portfolio Holder Update**

Question and Answer session arising from a report from the Portfolio Holder for Development Services giving an update on his service area.

**(Item 3/Page 1)**

**\*4. Cultural Services Portfolio Holder Update**

Question and Answer session arising from a report from the Portfolio Holder for Cultural Services giving an update on her service area.

**(Item 4/Page 1)**

**\*5. Sports & Leisure Options**

Verbal update from Cultural Services on the Sports and Leisure Options.

**\*6. Updated CCTV Figures**

To consider a report from Health and Community Protection.

**(Item 6/Page 1)**

**\*7. Minutes**

To confirm the minutes of the meeting held on 30 September 2014.

**(To follow)**

**\*8. Comments from the Executive**

To consider a report from Democratic Services.

**(Item 8/Page 1)**

**\*9. Review of the Work Programme & Forward Plan**

To consider a report from Democratic Services.

**(Item 9/Page 1)**

- Work Programme
- Forward Plan
- Scrutiny of Partnerships

**\*10. Annual Feedback on Outside Appointments**

To consider a report from Democratic Services.

**(Item 10/Page 1)**

**\*11. Executive Agenda (Non Confidential Items and Reports) – Wednesday 5 November 2014**

To consider the non-confidential items on the Executive agenda which fall within the remit of this Committee. The only items to be considered are those which Committee Services have received notice of by 9.00am on the day of the meeting.

**You are requested to bring your copy of that agenda to this meeting.**

**(Circulated separately)**

**\*12. Public and Press**

To consider resolving 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 1,2 & 3 of Schedule 12A of the Local Government Act 1972,  
following the Local Government (Access to Information) (Variation) Order 2006.

**\*13. Executive Agenda (Confidential Items and Reports) – Wednesday 5  
November 2014**

To consider the confidential items on the Executive agenda which fall within the remit of this Committee. The only items to be considered are those which Committee Services have received notice of by 9.00am on the day of the meeting.

**You are requested to bring your copy of that agenda to this meeting.  
(Circulated separately)**

**(\*Denotes those items upon which decisions will be made under delegated powers, as previously granted by the Council).**

Published on 27 October 2014

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

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**The agenda is also available in large print,  
on request, prior to the meeting by calling  
01926 353362.**

## **DEVELOPMENT SERVICES**

### **Portfolio Holder Statement Update – Half year position 2014/15**

#### **1 What have the measures in the Portfolio Holder Statement been telling you about how things are going in service during 2014/15?**

The service area is continuing to perform at a high level with regard to planning application performance with the number of planning applications determined within the statutory time scale remaining at over 90%. There also continue to be schemes submitted resulting in a continued increase in levels of income.

The proportion of planning applications submitted electronically has increased to 86% as a result of which the Council has been awarded *Smarter Planning Champion* status.

The number of successful appeals against officer decisions remains at a consistent fairly low level, together with the number of successful appeals against decisions where members have overturned officer's recommendations. This data is regularly reported to planning committee to be used as a learning tool for officers and members.

Building on the streamlining of processes within the Enforcement Team, the number of enforcement cases on hand throughout the year remains at a consistent level of around 100 open investigations which demonstrates the ongoing investigation of issues in an effective and focussed manner.

The number of full searches received in the year continues to be at a lower level than was previously the case, predominantly because more people are having personal searches done as they are quicker and cheaper. We are continuing to move towards a more streamlined electronic system of searches which will enable customers to be able to do their own search on-line in the future. It is worth noting, however, that the Government is considering moving land charges under the responsibility of the Land Registry in the near future.

Building Control cases are remaining at a fairly constant level, which in an economic downturn and strong competition from Approved Inspectors is positive. The scale and nature of the cases has marginally reduced, which has affected income, although figures to date do still demonstrate a profit due to the sharing of our resources with other authorities. Building Control continues to receive positive feedback from clients responding to the customer satisfaction questionnaire, with a very high level of satisfaction.

The percentage of commercial property voids still reflects the condition of individual properties and the market conditions. Those that are empty for longer tend to be in a poorer condition. The office and occupier market has steadily improved (from September 2013) from a poor base. Keeping retail occupiers in our tertiary properties is particularly challenging. When comparing Estates

income with the projection, it is broadly on target, which is good considering the market conditions.

Althorpe Enterprise Hub remains fully let and the Court Street Creative Arches will shortly be fully let.

The programme for the Local Plan has been kept under review during the year. Due to decisions by the Inspector of the Coventry Core Strategy, the timetable for the Local Plan submission has been delayed to enable a joint Strategic Housing Market Assessment to be undertaken. Whilst the Local Plan has continued to progress, the complexities of the context within which we are working has meant the original timetable could not be achieved without significantly undermining the soundness of the Plan.

**2. Which measures have been of particular interest or concern during the period and what have you learnt about your systems from these measures?**

The public reaction to the Local Plan has been monitored. The 2013 Revised Development Strategy consultation has received a similar level of public response as the 2012 Preferred Options. This seems to indicate ongoing public concern about the proposals which we are analysing in detail. It is interesting to note however, that the public response to the Gypsy and Traveller proposals was three times higher than the revised development strategy. The consultation on sites in villages also received a high level of response, indicating that these issues are also felt strongly in rural areas. All these consultations underline the sensitivities associated with new housing and also the importance of delivering high quality infrastructure

Performance on determining planning applications continues at a high level which demonstrates that processes and procedures that have been put in place are continuing to work well. This remains a priority in providing a high level of customer service and in ensuring that the Council is not at risk of being placed in special measures by the Government

The proportion of planning applications submitted that were valid on receipt (i.e. all of the information supplied to enable them to be progressed at the time that they were submitted) has increased. Following the benchmarking that was undertaken last year, with support from the Planning Advisory Service and peer authorities we are introducing measures to continue to improve and retain performance in this area.

The current financial situation has not allowed easy investment into properties that are currently void (particularly the regency buildings). In developing the successful bid to the CWLEP for funding for the digital games incubation centre at 26 Hamilton Terrace with H & P S, the team used demand data to assess commercial viability eg: local office requirement data, interviews with potential tenants and the Arch Creatives network. There is a significant contrast between the modern Althorpe Enterprise Hub (Fully let) and other regency offices (eg: 4 Jury Street, 26 Ham Terrace) that are void.

The length of time to carry out deals on properties has reflected the relative complexity of the situation with many of our properties.

In Building Control, Approved Inspectors are continuing to provide strong competition. The Local Approved Inspectors are concentrating on our traditional "bread and butter" domestic market with some success. One of the key projects in responding to this has been the implementation of a shared building control service with three of our neighbouring authorities, Rugby, Daventry and Coventry, which Warwick DC is the lead authority. We are currently in the final stage of agreement with each of the authorities to set up the permanent arrangements for the shared service.

Customer surveys are carried out but could be shared better across the service area and with staff so there are lessons learnt to make them worthwhile and demonstrate to the customer that we make changes because we have listened.

### **3. What have you done to date as a result of learning from these measures?**

Performance on planning applications and enforcement is regularly discussed in team meetings. Although monitoring monthly data is important, longer term trend data provides useful information and we are continuing to build on and use this information. Staff are also taking more responsibility for their case load and performance of the service. As said earlier, a mechanism for learning from appeal decisions is now taking place

We have learnt that we need to survey all our customers, ie. Committee, applicants and neighbours to developments, users of building control and estates. This also needs to be done more frequently.

We have reviewed the land charges service in terms of the cost of searches, as we are significantly more expensive than other authorities in the sub-region. Also, the impact of personal searches is increasing (which is inevitable as they are cheaper and quicker). The service has become more electronic in the last year which helps us deal with them quicker and be more competitive with personal search companies. We have reviewed our fees and as a result are as competitive as all other authorities in the sub-region and have better evidence on how the cost has been derived.

On the Local Plan we have:

- Agreed a revised Local Plan timetable
- Brought in some additional support (eg work experience and external procurement) to work on consultation inputting and analysis
- Undertaken further studies on air quality, historic environment, transport and housing requirements
- Developed revised site options and policies which are now being prepared for presentation to Council in April 2014.
- Agreed to consult on revised location of employment
- Reviewed SHMA in light of ONS data
- Improved DTC processes

The consultations on the Local Plan have underlined how important the delivery of high quality infrastructure is.

The learning from Estates Management over the last 12 – 18 months has resulted in improved working with H&PS on carrying out dilapidations surveys on our properties – these have potentially reduced the cost of maintaining the non-operational estate. In addition, the need to monitor progress on rent reviews, lease renewals has resulted in a review of how we utilise our electronic systems. This will lead to the creation of a service standard that will be incorporated into future SAPs & TOPs.

As indicated in 2 above, there is significant progress now being made on the shared service for Building Control and this will provide the resilience to the service needed in the future.

#### **4. What has been the impact of what you have done to date?**

We have been reviewing all the processes and procedures for each part of the service area so that we streamline what we are doing. This continuous improvement work is on-going and has helped us turn performance around, in particular in planning and enforcement, which continues to be at a high level.

One of the recommendations from the Peer Review was to prepare an Enforcement Procedure which has now been adopted. It has assisted the Enforcement Team in prioritising their workload and to provide customers with clarity about the enforcement investigation process. Performance has improved significantly in terms of responses to complaints. This is regularly reported to planning committee to assist with monitoring.

Work on the formation of a Local List of Historic Buildings (which is intended to safeguard buildings and structures which whilst not benefitting from national listing are nevertheless of local historic and architectural note) is now up and running. Nominations for buildings to be added to the Local List can now be made via the Council's website with selection being based on a system of criteria including architectural design and merit and historical or social interest.

Fundamentally we have changed the way we can make decisions on the non-operational property in estates. We are reviewing the transfer of Estates Management to ensure that we take the option that is best for delivery of the service.

Building Control is working with the three other authorities in the shared service to ensure that we align the way we work so that the customer receives a consistent service across all the authorities involved.

The delays to the Local Plan may have had an impact on the number of major housing planning applications we have received recently. Work on the Local Plan is progressing and is still on track to deliver the revised timetable. Allocation of sites in villages has been dovetailed in to the Local Plan and proposals for Gypsies and Travellers also progressing parallel.

**5. What else do you plan to do as a result of learning from these measures?**

Different areas of the service are working more closely so that we can offer a better and more joined up service to the customer in a more timely way. As part of that approach officers are also engaging with a peer group comprising representatives of a small number of other similar Local Planning Authorities in order to learn from each other and assist in the provision of a more cost effective and efficient planning service.

Officers have been working closely with the Planning Advisory Service who carried out a Peer Review of the service. We are part of a number of benchmarking groups, and share knowledge with other authorities who also want to learn from the improvements we have made.

There is still further work to do to ensure that the service area is more cost effective and competitive.

With regard to the local plan, there are so many changes at a national level, as well as decisions being made on other authorities local plans that need to be reflected upon and have had an influence over delaying our timetable, but it is important that the plan progresses towards being a sound plan as we go to examination.

The consultations on the Local Plan underlined how important the delivery of high quality infrastructure is. We are addressing this by preparing an Infrastructure Delivery Plan and importantly creating in a new post (funded by development) to monitoring S106 contributions and coordinate the delivery of infrastructure associated with major development sites.

Members have asked for officers to consider a Conservation Advisory Board for Warwick, the feasibility of which will be explored in 2014/15.

**6. Of your key projects (as identified in your portfolio holder statement) how many were completed and how many are not? Of those that were not completed please indicate what the revised dates are.**

Project Name	Progress	Original Milestones	New Milestones
<b>Building Control</b>			
Exploring shared service	Significant progress being made and trial underway	Implementation on Jan 14	Done Permanent arrangement to commence Apr 1 <sup>st</sup> 2015



Review emergency call-outs	Part of shared service review	June 13	May 14 - done
<b>Planning policy</b>			
Development of draft Local Plan	Focused consultation commencing Oct 2014	Submission originally to Council August 2014	Submission draft to Council Mar/Apr 14 – done. Submission planned for end of January
Development of Warwick AAP	Policies now subsumed in Local Plan. Delivery of opportunity being progressed	N/A	
Support Neighbourhood Plans	5 neighbourhood plan areas have been designated and further 4 proposed for designation at Nov Executive	On-going	Likely that first Plans (Whitnash/Bishops T) will be submitted for Examination before March 2015
Develop CIL Scheme	Review of viability being undertaken. Draft CIL scheme being prepared for submission	Submission Draft to Full Council in June 2013	Submission draft to Council to follow shortly after Local Plan submission
Gypsy and Traveller Site Allocations	Initial options consultation complete. Preferred		Additional consultation for Stratford Road site

	Options consultation complete. Submission draft approved Aug 2014		planned. Submission draft to Council in early 2015
HS2	Support being provided in terms of planning (officer now in post)	On-going	
Leamington AAP	Initial work commenced	Mar 14	Work to commence on AAP in early 2015
<b>Development Management</b>			
Monitoring performance of determining planning applications	On-going	April 2012	Target met
Planning portal on-line submissions – encourage applicants to make on-line submissions	On-going	Target of 70% by Mar 14	Target met.
Customer satisfaction surveys	Work has progressed in some areas of the service	June 13	June 15
Review validation checklist	Work has progressed	July 13	December 14
Develop pre-application charging service	Under further consideration	Initial report to December 14 Executive	
Review planning committee		April 13 review done –	Target met
Review S106/CIL implementation	Delay with the		

	implementati on of CIL by Central Government		
Monitor S106 contributions including levy at 3%	In place – although set at 1% up to max of £30K	April 13	In place
Develop and implement training plan	Training plan being developed	June 13	Ongoing
Review the use of ICT systems	This is to improve the way we deliver services and to make us more effective and efficient	April 13 – this work is continuous	
<b>Economic Development &amp; Regeneration</b>			
Review of success of Events Intervention and it can be enhanced	Opportunity to review	Mar 15	In place
Prosperity	Prosperity Agenda taken to Executive to set out framework for action	Nov 14	Development Services work to be in place by March 15
Review, Development and delivery of town centre action plans	Progress made on Warwick and Kenilworth	On-going	N/A
Tourism Strategy Implementation	DMO launched Oct 13  Destination Management Plan being	Jan 15 for	In place  Timeline for consultation

	developed	consultation	to be agreed
Community Right to Bid	Procedures put in place to deal with bids.	April 13	On-going

**7. What has been the impact of Fit for the Future and what will be the further impact on staff and customers?**

The impact of FFF has resulted in significant savings in the service area which have been achieved. However, we have been mindful that these changes should have minimal effect on our staff and customers and to that end, we have carried out a considerable amount of work on ensuring that our processes and procedures are improved and streamlined. This work is continuous. We also do work with our peers at other authorities so that we can learn from them and continue to improve the way we operate.

**8. Does your Service Area Plan/Portfolio Holder Statement need to be amended? If so, please describe the changes.**

Changes and updates to milestones have been done to the Service Area Plan for 2014/15. The service area has been through significant changes over the last few years and there are external and internal factors that result in some of the target dates not being delivered, particularly in relation to the Local Plan.

Changes for 14/15 for economic development include:

- Data preparation and analysis for Warwick District area
- Implementation of skills agenda
- GRO Warwickshire Leader programme
- Assessment of BID viability for Kenilworth and Warwick
- Market Tender completion (for implementation by end Jan 15)
- Bowls Championship promotion and economic assessment

## **Cultural Services – Portfolio Update (Nov 2014)**

### **Fit For the Future**

#### **FFF savings 2013/14 (Target £88,000)**

The target was achieved in full. Contributing to this: over performance of income in Sport & Leisure, a small reduction in staffing costs at the Art Gallery & Museum, increased rent from Aviary and increased recharge to WCC for the Library in the Royal Pump Rooms.

#### **FFF savings 2014/15 (Target £83,800)**

Indications are Sports & Leisure income can be maintained in the current year, plus the increased Aviary rent, Together these will cover in full the target above. The increased recharge to WCC for the Library (£30,000) will not apply in 2014/15.

#### **Service contributions to Fit for the Future:**

**Options Appraisal** - The service continues its work on the strategic future of the sports & leisure service. Strategic Leisure Ltd was commissioned in Feb 2014 to undertake an appraisal of the opportunities that the Council could consider for future delivery and management of the sports & leisure service. Report received and member briefings took place in the summer, followed by reports to both Scrutiny committees in September and a report to Executive in November.

Both I and officers recognise that this is a complex piece of work and one which will require significant debate, but it represents an exciting opportunity to secure a quality sports and leisure service for the district with modern and appropriate facilities for years to come and at the same time make a significant contribution to the financial challenge facing the Council.

**Programme Review** A detailed review of the activity programmes in the indoor facilities has been looking to match provision with customer needs and at the same time maximise usage and income generation. Consultation took place over the summer. The feedback from these surveys has led to the production of a revised activity programme. It is our aim to introduce the new programme from January 2015. In taking this approach, we can demonstrate that this analysis of data, review, and implementation contributes to all three elements of FFF.

**Bowls England** Bowls England are now well established in Riverside House and both parties are benefitting from working in the same building. The pavilion improvements were completed in early April 2014. The National Championships took place from 2 – 30<sup>th</sup> August and whilst we are awaiting the results of the formal review of the event, initial feedback is that the event was a success from many perspectives. The new approach to the management of car parking in Victoria Park attracted many positive responses, including some from the local residents who are generally not in favour of this area being used for parking. A report is being taken to the Executive in January 2015 detailing the outcome of the review and identifying any lessons learned. This project has clearly highlighted the benefits of cross service working, from the role of the Chief Executive as project sponsor, through Culture who has led on the project and including officers from Neighbourhood, Development Services, Media, and the OD team.

**Major Events** The district has benefitted from a full diary of events throughout the last 12 months. Processes and procedures have been sharpened up, ensuring that we can be more confident that the events managed by WDC are now more professional and that the Council is fulfilling its role in supporting good, appropriate and safe events. This has not been without its challenges, most notably with the situation that arose with “Warwick Rocks” in the summer. Officers continue to work with this organisation and others to ensure that they understand their responsibilities in planning and managing events and the role that the Council plays in overseeing this.

**Sky Blues in the Community (West Warwick)** The project to increase participation in physical activities (sport and arts) amongst those sectors of the community, who otherwise may not engage in such activities and thus contributes to the service delivery element of FFF. To end of June it has seen 606 sessions and 11.556 hours of activities delivered. The project is funded until March 2015 and officers are working with SBiTC to develop an exit strategy.

**The Art Gallery & Museum and Warwick 1100** As part of the celebrations to mark Warwick 1100 the Arts & Heritage team curated and installed a major new exhibition “Dark Age Warwick” in St Mary’s Church. The exhibition (now showing in the Art Gallery & Museum in the Royal Pump Rooms) and an associated book have proved very popular and made an important contribution to the visitor economy of the district.

**Asset review – future of RPR & LAG&M** – report being taken to Executive in December 2014 to feedback on the outcome of the soft market testing of options for the Royal Pump Rooms (Bill Hunt)

**Marketing activities** Cultural Services Marketing Group have implemented the following actions: marketing training for key officers, updated and interactive websites, commissioning of audience development support for the Arts and Entertainment venues, feasibility work to introduce plasma screens in trial venues, shared resources between Arts and Entertainment to undertake further marketing initiatives. Work in the Sports & Leisure team has included the rebranding of printed material and on site advertising boards, a combined holiday activity booklet including arts other cultural activities, and a refreshed website.

**Royal Spa Centre cinema** - relaunched in March with the installation of digital projection and sound, allowing a more cost effective approach to showing film. A Film Club has been established and a diverse programme of films, satellite broadcasts and other events emerging.

### **Risk Management**

The key service risks are currently considered to be:

**Plant Failure** – impacting on services delivered from our key buildings

**Catering contract** – Economic pressures and competition pose challenges in delivering a successful and quality service. Officers are working with Kudos to identify where improvements need to be made.


**Building risks at Royal Pump Rooms** – flood risk and roof leaks

### **Looking ahead and Strategic Plans**

There are 2 key areas that will have a significant impact on the future shape of this service.

The **Options Appraisal** for sports and leisure, could, depending on members desire to make some difficult decisions, look very different within 2 years. We have an exciting opportunity to improve our facilities, make them appropriate for the growing population of the district, and protect the provision of sports and leisure in the district for the next 30 years or so. We will need to invest significant sums to achieve this, but done in the right way, this could result in an increase in participation, improved health and well being of local people, and a reduction in the subsidy from the Council to continue to provide these services.

The second key area is the debate around the **future use of our assets**. The Royal Pump Rooms and Town Hall are challenging assets to maintain, and are therefore costly for the Council to retain. Decisions around their future use will have a significant impact on the delivery of our Arts and Heritage service, and to the role of the Town Hall.

 <b>OVERVIEW &amp; SCRUTINY COMMITTEE</b> 4th November, 2014		<b>Agenda Item No. 6</b>
<b>Title: Updated CCTV Figures</b>		
<b>For further information about this report please contact</b>	Pete Cutts Safer Communities Manager pete.cutts@warwickdc.gov.uk 456021	
<b>Wards of the District directly affected</b>	All	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	1 <sup>st</sup> July, 2014 – Minute 18	
<b>Background Papers</b>	CCTV – Is the Service Delivering an Effective and Value for Money Service for the Community? March 2009	

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	No
<b>Included within the Forward Plan? (If yes include reference number)</b>	No
<b>Equality &amp; Sustainability Impact Assessment Undertaken</b>	No
None	

<b>Officer/Councillor Approval</b>		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Chief Executive/Deputy Chief Executive	24/10/14	Andrew Jones
Head of Service	24/10/14	Richard Hall
CMT		
Section 151 Officer		
Monitoring Officer		
Finance	27/10/14	Mike Snow
Portfolio Holder(s)	24/10/14	Cllr Michael Coker
<b>Consultation &amp; Community Engagement</b>		
Not for this report		
<b>Final Decision?</b>	n/a	



<b>Suggested next steps (if not final decision please set out below)</b> Overview & Scrutiny have asked for updated figures following a report on the effectiveness and value of the CCTV Service.	

## 1. **SUMMARY**

- 1.1 This report gives updated figures on customer satisfaction, income and expenditure and performance.

## 2. **RECOMMENDATIONS**

- 2.1 Note the contents of the report.

## 3. **REASONS FOR THE RECOMMENDATION**

- 3.1 In order to assess the effectiveness and value for money of the CCTV service.

## 4. **POLICY FRAMEWORK**

- 4.1 Policy Framework – the CCTV provides a significant service in helping to make the district a safer place.
- 4.2 Fit for the Future – Crime & Disorder impacts significantly on the quality of life of residents, businesses and visitors. The level of crime and disorder is cited as the top consideration when deciding on where to live.

## 5. **BUDGETARY FRAMEWORK**

- 5.1 There are no costs associated with this report.

## 6. **ALTERNATIVE OPTIONS CONSIDERED**

- 6.1 Not applicable

## 7. **BACKGROUND**

- 7.1 Figures are attached in Appendix 1

## Appendix 1

# Citizens' Panel Survey December 2010

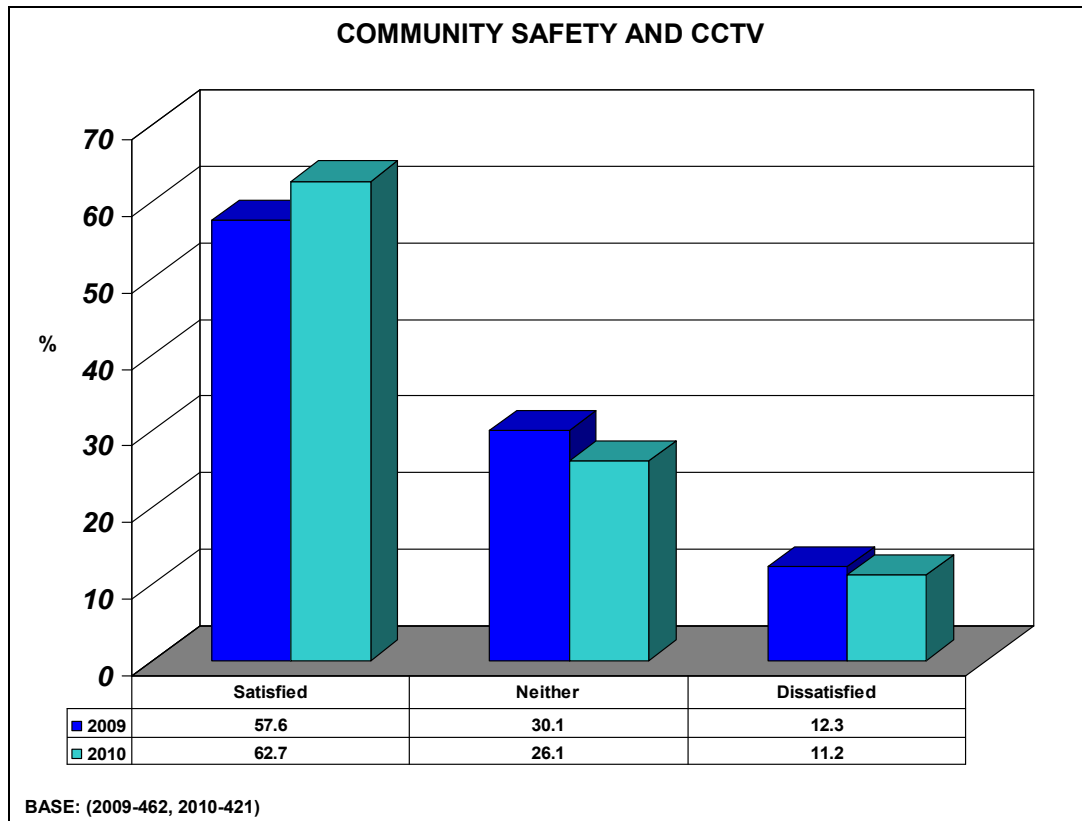
Community safety and CCTV (work with the police and other partners to tackle crime)	<i>Better</i>	<i>Stayed the same</i>	<i>Worse</i>	<i>Don't know</i>
2009	17.10%	52.30%	9.00%	21.70%
2010	12.00%	62.40%	8.20%	17.40%

This was the last year that the Citizens Panel Survey was carried out.

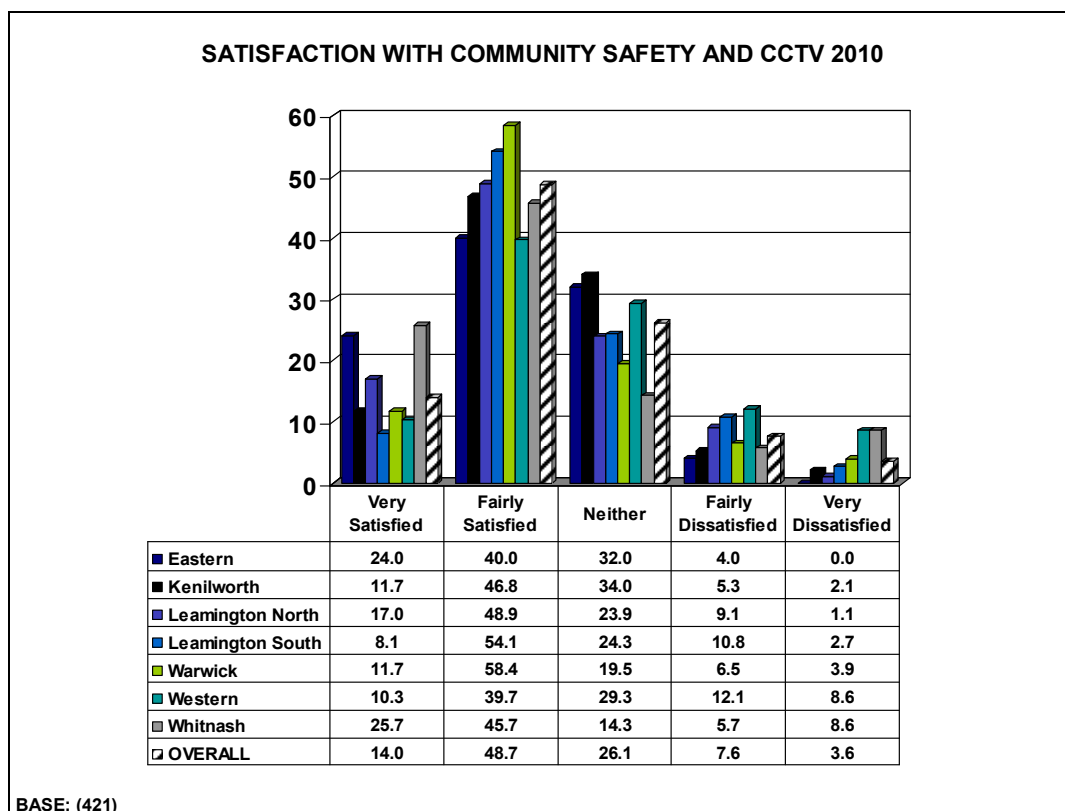
## Community Safety and CCTV

63% of respondents were satisfied with the work involved for community safety and CCTV, with 11% dissatisfied. The satisfaction level was 5 percentage points higher in 2010 than 2009.

**Chart 31:**



**Chart 32:**



71% of residents in Whitnash and 70% of those living in Warwick were satisfied with community safety and CCTV. However in the Western Rural area this figure fell to 50% and dissatisfaction was as high as 21%.

## Income and expenditure

- The Southern Area Police Commander used to receive a Basic Command Unit budget and from that a contribution of £8,000 was made annually for CCTV. That budget ended in 2010. Despite considerable effort and a persuasive argument about the value of CCTV Cllr Doody was not successful in securing funding from Police. All central government funding for crime and disorder is now allocated to the Police & Crime Commissioner (PCC).
- A £3,167 bid to the PCC for additional staffing during the busiest periods was successful this financial year
- The Council continues to receive an £8,000 p.a. external financial contribution for monitoring Regent Court in Leamington Spa.
- In 2008/09 there were internal recharges only to the Housing Revenue Account of £75,000 but the total of internal recharges is now £309,000 (including HRA, car parks and parks).
- In 2008/09 the Council spent £440,000 per annum on providing CCTV coverage. The net service cost was £357,000 p.a.
- In 2014/15 the council has budgeted for £474,000 and with recharges the net service cost is now £157,000.

## **Update of the 2008 CCTV Report Charts**

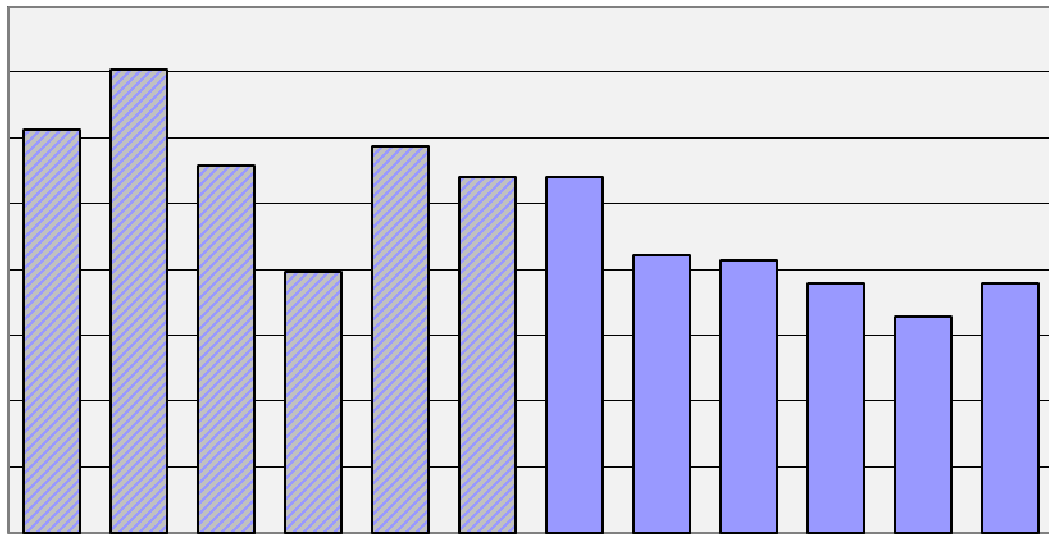
The charts in the published report have been updated where corresponding data is readily available, and some additional charts added to illustrate the trend over time.

Charts vary in format and style, but this is seen as a working document rather than a finished report.

Where years are referred to they are all Municipal years (April to March) rather than calendar years.

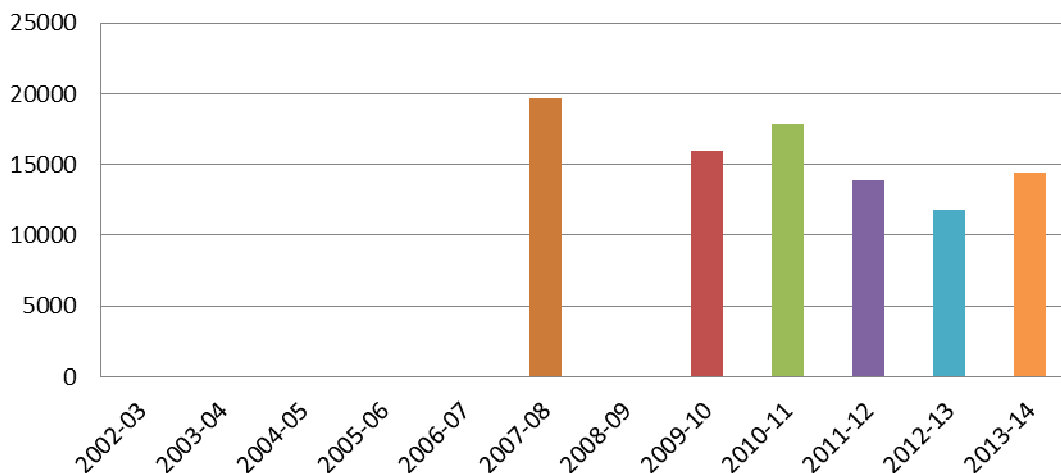
G R Illingworth    October 2014

**Chart 0 - CCTV Major incidents by Year 2002-2014**



This is a new chart which illustrates a downward trend in Major incidents involving CCTV in Warwick District, over the past 10 years.

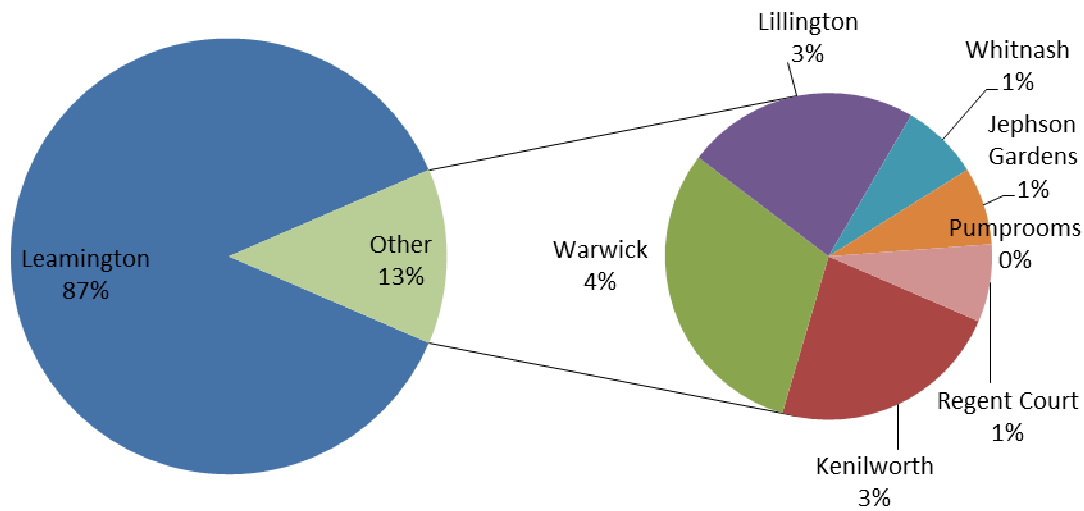
**Chart 0a - All CCTV incidents by year**



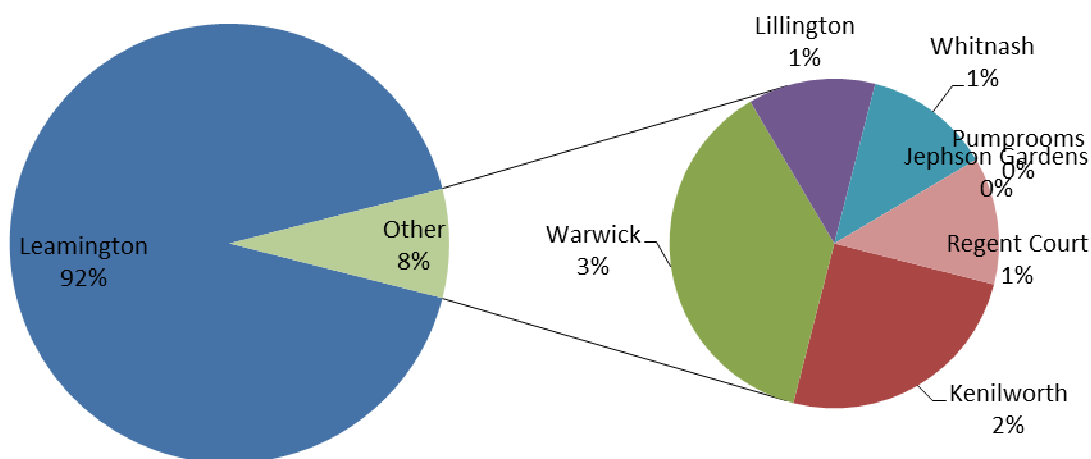
There has been a very similar downward trend in the total of all CCTV incidents in the last five years. Comparable earlier figures are not readily available.

Both these charts show a small increase in the last year. Whether this is a significant change only time will tell.

### Chart Location - All Incidents 2008

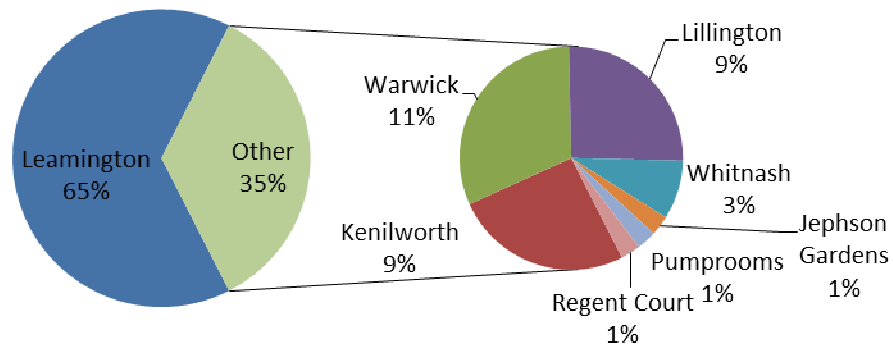


### Chart Location - All Incidents 2014

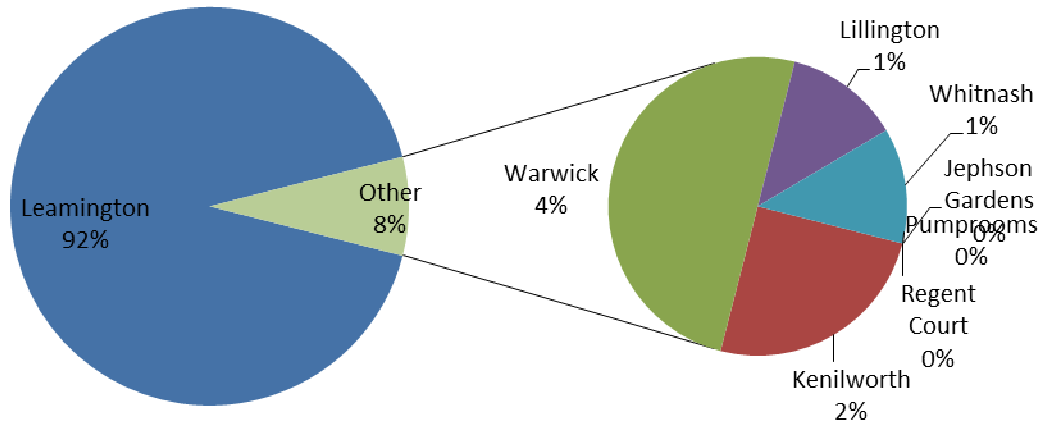


The spread of all incidents across Warwick District has not changed greatly over the five years although there has been an increasing proportion in central Leamington Spa.

### Chart Location - All Major Incidents 2008



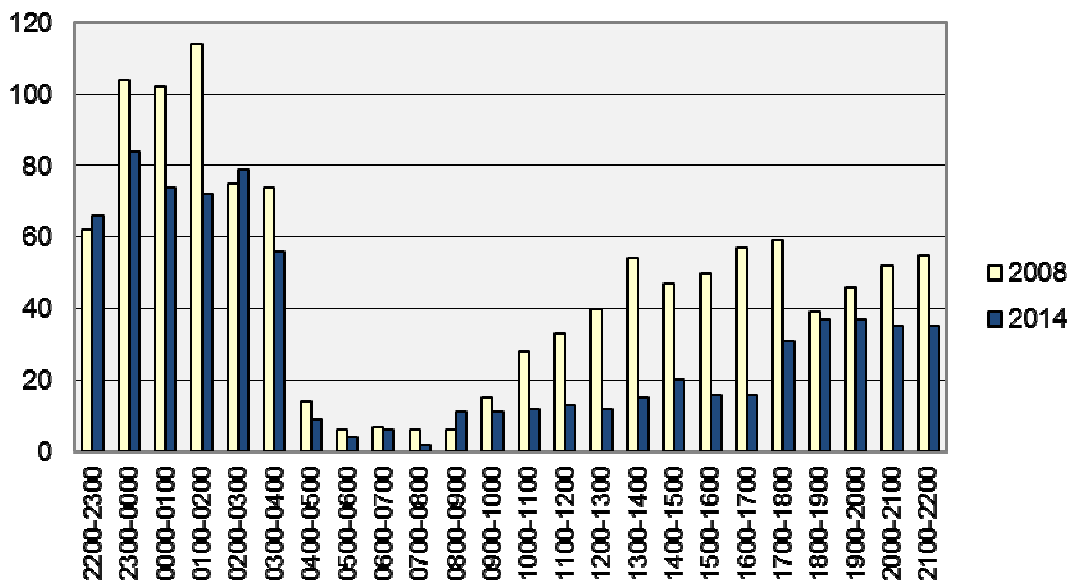
### Chart Location - All Major Incidents 2014



Major Incidents are significantly more concentrated in central Leamington Spa than they were five years ago.

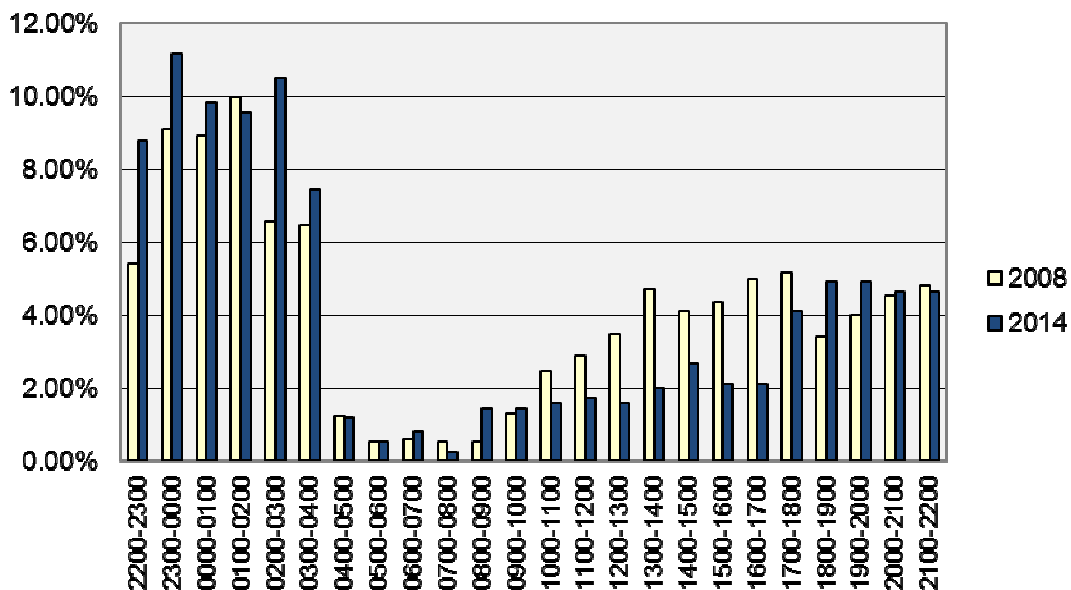


**Chart 3 - Major Incidents by Hour - 2008/2014**



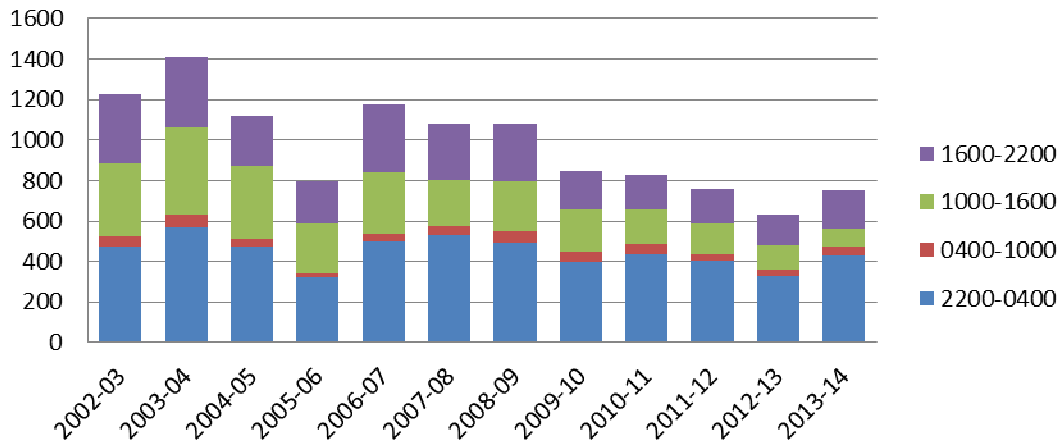
There has been a reduction in incidents across the 24 hour period

**Chart 3a - Percentage of Major Incidents by Hour 2008/2014**



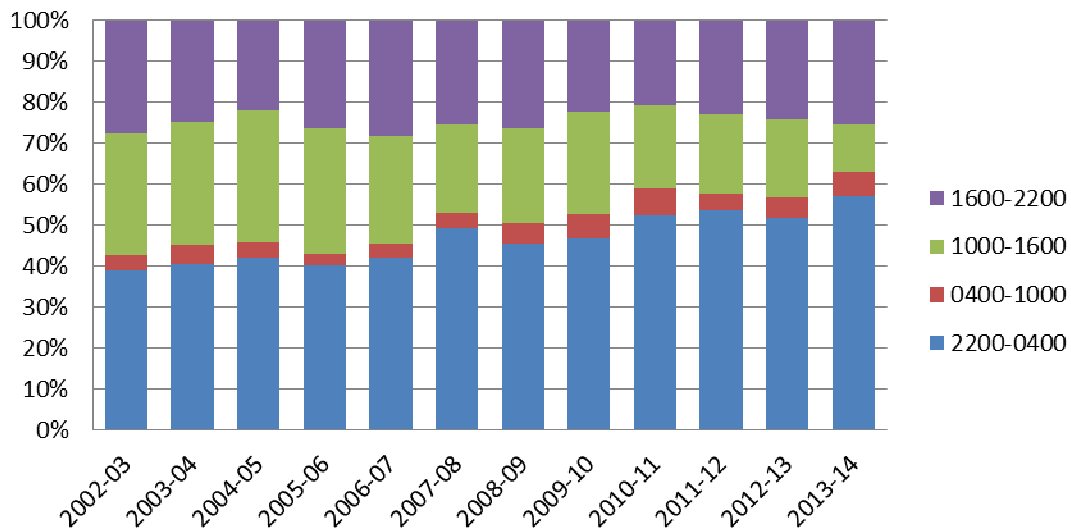
However a greater percentage of Major incidents now occur during the late evening and a smaller percentage in the afternoon than five years ago.

## Major Incidents by Time of Day

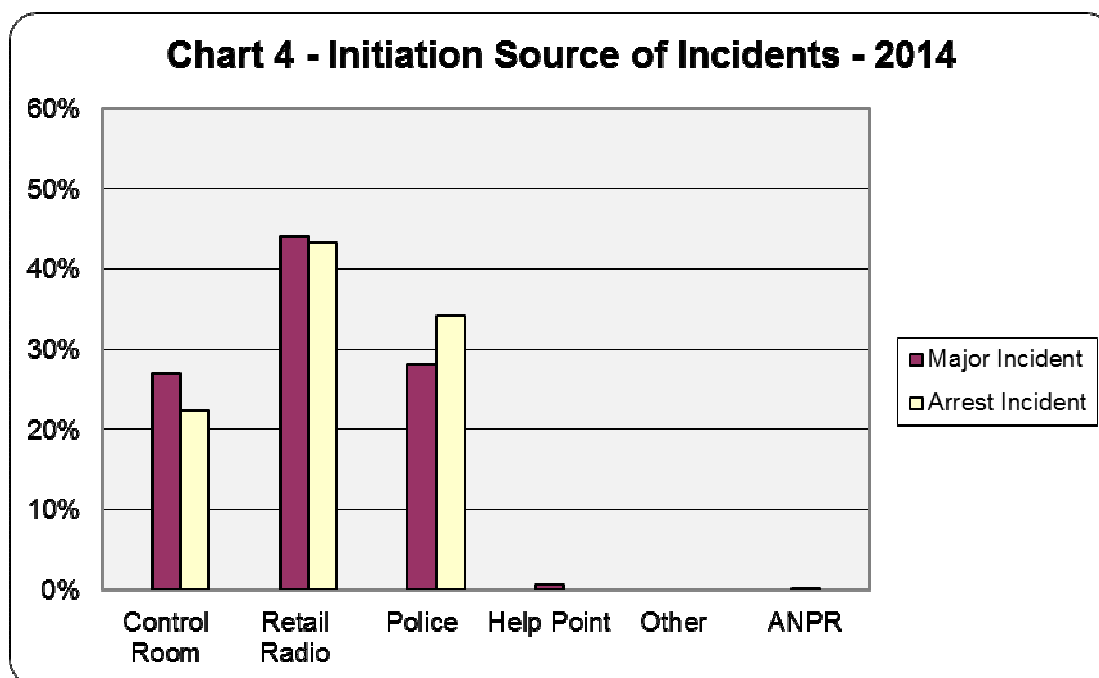
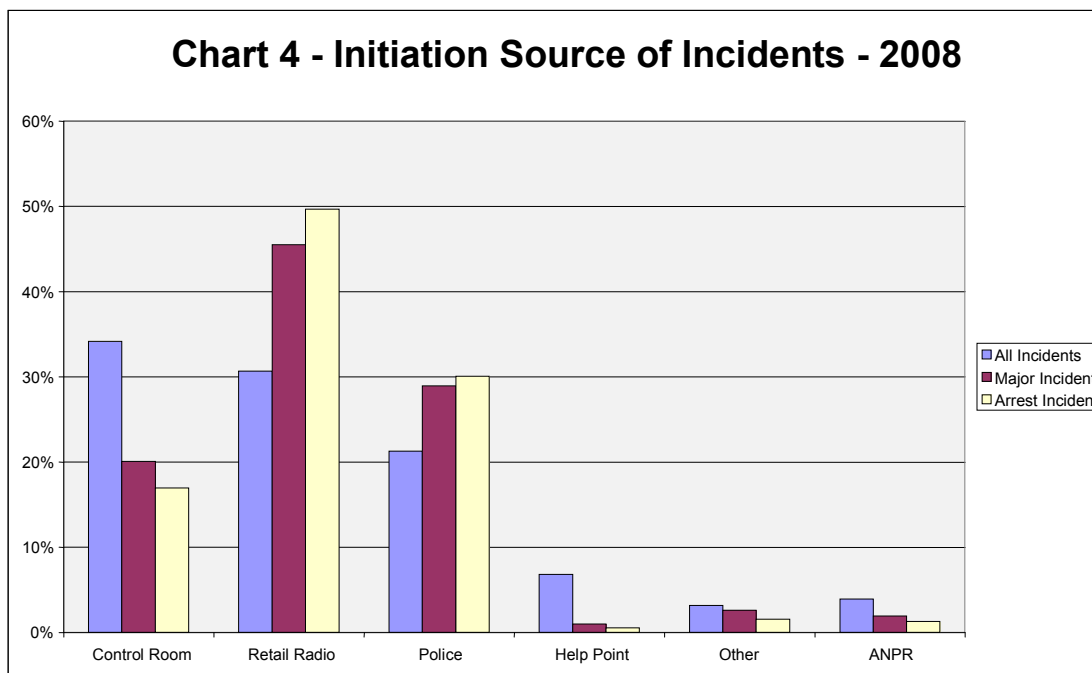


The time of day distribution is clearly seen by considering 6-hour blocks.

## Major Incidents by Time of Day - Percentage



The increasing proportion during the 2200-0400 hours period is emphasised by plotting as percentages



The initiation source of major incidents is very similar to five years ago, with Retail Radio playing a crucial role.

The data for all incidents is not readily available for the last year.

# Overview and Scrutiny Committee

Minutes of the meeting held on Tuesday 30 September 2014 at the Town Hall, Royal Leamington Spa at 6.00 pm.

**Present:** Councillor Mrs Falp (Chairman); Councillors Mrs Blacklock, Boad, Mrs Bromley, Brookes, Copping, Ms Dean, Edwards, Gill, Guest, Mrs Higgins, Illingworth, Kinson OBE and Wreford-Bush.

**Also Present:** Councillors Hammon and Mobbs.

An apology for absence was received from Councillor Mrs Grainger.

## 42. **Substitutes**

There were no substitutes.

## 43. **Declarations of Interest**

Minute 46 - Executive Agenda (Non-confidential items and reports) –  
Wednesday 1 October 2014 - Item 6 – St Mary's Lands Business Strategy

Councillor Kinson declared a personal interest because he was a Trustee of Hill Close Gardens.

## 44. **Minutes**

The minutes of the meeting held on 2 September 2014 were taken as read and signed by the Chairman as a correct record.

## 45. **Comments from the Executive**

The Committee considered a report from Democratic Services which detailed the responses the Executive gave to the comments the Overview and Scrutiny Committee made regarding the reports submitted to the Executive at the start of September.

**Resolved** that the report be noted.

## 46. **Executive Agenda (Non-confidential items and reports) – Wednesday 1 October 2014**

The Committee considered the following non-confidential items which would be discussed at the meeting of the Executive on Wednesday 1 October 2014.

Item 6 – St Mary's Lands Business Strategy

The Committee supported the recommendations in the report but suggested that no additional car parking should be considered as part of the plans for the development of the Golf Centre.

(Councillor Edwards joined the meeting during discussions on this item.)

## **OVERVIEW AND SCRUTINY COMMITTEE MINUTES (Continued)**

### **Item 5 – Request to increase the Hackney Carriage Fares**

The Committee supported the recommendations in the report but wished to see improvements in standards going hand in hand with an increase in fares.

#### **47. Summary of the role, responsibilities and work of the South Warwickshire Community Safety Partnership**

The Committee considered a report from Health and Community Protection which set out the role, responsibilities and work of South Warwickshire Community Safety Partnership. This was the statutory body for reducing crime, disorder, substance misuse and reoffending in South Warwickshire.

Councillors were pleased to note that there was an overall downward trend with anti-social behaviour incidents and were informed that weather and holiday periods did affect the incident rate. However, it was noted that anti-social behaviour incidents were not worse this year when compared with the previous year, despite the good summer we had had.

The Committee thanked the Safer Communities Manager for the report.

(Councillor Brookes left the meeting during discussions on this item.)

#### **48. LEP Update**

Councillor Mobbs gave the Committee a verbal update on the work being done by the Coventry & Warwickshire Local Enterprise Partnership (LEP). He advised the Committee Services Officer that there was no necessity to take minutes whilst he was speaking as he would send her a copy of his notes to be circulated to Committee Members.

(Councillor Guest left the meeting at the start of this item.)

#### **49. Review of the Work Programme & Forward Plan**

The Committee considered its work programme for 2014/15 and the latest published version of the Forward Plan.

**Resolved** that:

- (1) the report be noted; and
- (2) a summary document of the purpose of each Partnership listed under point 8.10 in the report be provided for the meeting in November.

#### **50. Health Scrutiny Sub-Committee Minutes and Update**

The Committee received the draft minutes from the Health Scrutiny Sub-Committee, held on 9 September 2014. The Chairman of the Sub-Committee, Councillor Wreford-Bush, informed Members that Councillor Mrs Knight had been co-opted onto the Sub-Committee as a non-voting member to allow the Council to capitalise on the knowledge she had built up of health scrutiny whilst she had been a member of the, now dissolved,

## **OVERVIEW AND SCRUTINY COMMITTEE MINUTES (Continued)**

Health Scrutiny Working Party. He then gave a short synopsis of what had transpired at the meeting and plans for the following meeting, which included a talk on air quality in the District and a presentation from members of the Warwickshire Rural Community Council on the Community Voluntary Transport Service.

Councillor Mrs Higgins volunteered to substitute for Councillor Illingworth at the next Health Scrutiny meeting.

Councillor Copping asked for progress on appointing a Mental Health Champion and the Committee Services Officer informed Members that there had been a misunderstanding between her and the Democratic Services Manager, her manager. The request received from the Chairman of the Council, Councillor Mrs Sawdon, had not been for the Council to appoint a mental health champion, but had simply been an enquiry if the Council had such an appointee to accompany her to a meeting; in effect "wires had got crossed". After discussion, the Overview and Scrutiny Committee Members felt that such an appointment was unnecessary and that if any Councillor on the Health Scrutiny Sub Committee was interested in such work, they could simply volunteer to help next time the Council's Chairman needed any support at a meeting.

### **51. Executive Agenda (Non-confidential items and reports) – Wednesday 1 October 2014 (continued)**

#### **Item 9 – Corporate Peer Challenge**

The Overview and Scrutiny Committee noted the report.

#### **Item 10 – Planning Peer Review Update**

The Overview and Scrutiny Committee noted the report.

#### **Item 11 – Skills Initiative Funding**

The Overview and Scrutiny Committee supported the recommendations in the report.

### **52. Public and Press**

**Resolved** that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following item by reason of the likely disclosure of exempt information within the paragraphs 1,2 and 3 of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006, as set out below.

### **53. Minutes**

The confidential minutes of the meeting held on 2 September 2014 were taken as read and signed by the Chairman as a correct record.

(Councillor Copping left the meeting at the end of this item.)

## **OVERVIEW AND SCRUTINY COMMITTEE MINUTES (Continued)**


### **54. Comments from the Executive**

The Committee considered a report from Democratic Services which detailed the responses the Executive gave to the comments the Overview and Scrutiny Committee made regarding the confidential reports submitted to the Executive at the start of September.

**Resolved** that the report be noted.

(Councillors Mrs Blacklock and Gill left the meeting during discussions on this item.)

(The meeting finished at 8.40 pm)

 <b>Overview and Scrutiny Committee – 4 November 2014</b>		<b>Agenda Item No.</b>  <div style="text-align: right; font-size: 2em;"><b>8</b></div>
<b>Title</b>	Comments from the Executive	
<b>For further information about this report please contact</b>	Lesley Dury, Committee Services Officer, 01926 456114 or <a href="mailto:committee@warwickdc.gov.uk">committee@warwickdc.gov.uk</a>	
<b>Service Area</b>	Democratic Services	
<b>Wards of the District directly affected</b>	N/A	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	30 September 2014	
<b>Background Papers</b>	Executive Minutes – 1 October 2014	

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	No
<b>Included within the Forward Plan? (If yes include reference number)</b>	No

<b>Officer/Councillor Approval</b>		
With regard to officer approval all reports <i>must</i> be approved by the report authors relevant director, Finance, Legal Services and the relevant Portfolio Holder(s).		
	<b>Date</b>	<b>Name</b>
Relevant Director		
Chief Executive		
CMT		
Section 151 Officer		
Legal		
Finance		
Portfolio Holders		

<b>Consultation Undertaken</b>	
N/A	
<b>Final Decision?</b>	Yes
<b>Suggested next steps (if not final decision please set out below)</b>	



## 1. **Summary**

- 1.1 This report informs the Committee of the response the Executive gave to their comments regarding the reports submitted to the Executive in late September.

## 2. **Recommendation**

- 2.1 The responses made by the Executive are noted.

## 3. **Reasons for the Recommendation**

- 3.1 This report is produced to create a dialogue between the Executive and the Overview and Scrutiny Committee. It ensures that the Overview and Scrutiny Committee are formally made aware of the Executive's responses.
- 3.2 Where the Overview & Scrutiny Committee have made a recommendation as opposed to a comment the Executive are required to respond to the recommendation(s) made, including whether or not they accept the recommendation(s).

## 4. **Alternative Option considered**

- 4.1 This report is not produced and presented to the Committee.

## 5. **Budgetary Framework**

- 5.1 All work for the Committee has to be carried out within existing resources.

## 6. **Policy Framework**

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

## 7. **Background**

- 7.1 As part of the new scrutiny process, the Committee is no longer considering the whole of the Executive agenda.
- 7.2 On the day of publication of the Executive agenda all Councillors are sent an e-mail asking them to contact Committee Services, by 09.00am on the day of the Overview and Scrutiny Committee meeting to advise which Executive items they would like the Committee to consider.
- 7.3 As a result the Committee considered the items detailed in appendix 1. The response the Executive gave on each item is also shown.
- 7.4 In reviewing these responses Committee can identify any issues for which they would like a progress report. A future report, for example on how the decision has been implemented, would then be submitted to the Committee at an agreed date which would then be incorporated within the work programme.

**Response from the meetings of the Executive on Overview and Scrutiny  
Committee Comments – 1 October 2014**


<b>Item no.</b>	5	<b>Title</b>	Request to increase the Hackney Carriage Fares	<b>Requested by</b>	Labour Group
<b>Reason considered</b>	Members had questions about the report and standards of service.				
<b>Scrutiny Comment</b>	The Overview and Scrutiny Committee supported the recommendations in the report but would wish to see improvements in standards going hand in hand with an increase in fares.				
<b>Executive Response</b>	The Portfolio Holder for Health & Community protection, Councillor Coker, endorsed the report and agreed with the comments of the Overview & Scrutiny Committee. He highlighted that officers were working proactively with drivers to improve service standards and taking appropriate action when required. That said, the conduct and standards of drivers were matters for the Licensing and Regulatory Committee to respond to and ensure were robust.				

<b>Item no.</b>	6	<b>Title</b>	St Mary's Lands Business Strategy	<b>Requested by</b>	Labour & Independent Groups
<b>Reason considered</b>	<p>Labour Group- Members had questions about the proposals for the area..</p> <p>Independent Group – Due to the importance of this matter to Warwick District.</p>				
<b>Scrutiny Comment</b>	The Overview and Scrutiny Committee supported the recommendations in the report but would suggest that no additional car parking should be considered as part of the plans for the development of the Golf Centre.				
<b>Executive Response</b>	The Executive welcomed the views of the two scrutiny Committees and shared the concerns regarding the cost of responding to enquiries about St Mary's Lands. They also recognised the concern regarding increased car parking for the Golf Course on this special piece of land which any Town would welcome and cherish. The recommendations were proposed subject to recommendation 2.4 being amended to include "as we continue to work closely with stakeholders and develop detailed businesses cases we take comments like those of the scrutiny committee, on board".				

<b>Item no.</b>	9	<b>Title</b>	Corporate Peer Challenge	<b>Requested by</b>	Independent Group
<b>Reason considered</b>	Questions to be asked.				
<b>Scrutiny Comment</b>	The Overview and Scrutiny Committee noted the report.				
<b>Executive Response</b>	The Council had previously envisaged a Full Corporate Peer Review taking place in July 2015. However, on reflection of the experience of how long it may take for recommendations to be implemented and the effect identified, it was suggested that rescheduling such a Full Review to July 2016 was more appropriate. This would give more time for the impact of the proposed actions in response to the recommendations to be assessed.				

<b>Item no.</b>	10	<b>Title</b>	Planning Peer Review Update	<b>Requested by</b>	Independent Group
<b>Reason considered</b>	Questions to be asked.				
<b>Scrutiny Comment</b>	The Overview and Scrutiny Committee noted the report.				
<b>Executive Response</b>	The Executive welcomed the report but were of the opinion that because Planning was such a key function of the Council the next update report should be brought to them earlier than 12 months. Therefore, it was proposed and agreed that the next report be submitted to them in June 2015.				

<b>Item no.</b>	11	<b>Title</b>	Skills Initiative Funding	<b>Requested by</b>	Lib Dem Group
<b>Reason considered</b>	Because of the importance of employment opportunities to all our residents.				
<b>Scrutiny Comment</b>	The Overview and Scrutiny Committee supported the recommendations in the report.				
<b>Executive Response</b>	The Executive agreed the recommendations as laid out in the report.				

 <b>Overview and Scrutiny Committee – 4 November 2014</b>		<b>Agenda Item No.</b>  <div style="text-align: right; font-size: 2em;"><b>9</b></div>
<b>Title</b>	Review of the Work Programme & Forward Plan	
<b>For further information about this report please contact</b>	Lesley Dury, Committee Services Officer, 01926 456114 or <a href="mailto:committee@warwickdc.gov.uk">committee@warwickdc.gov.uk</a>	
<b>Service Area</b>	Democratic Services	
<b>Wards of the District directly affected</b>	N/A	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	30 September 2014	
<b>Background Papers</b>		

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	No
<b>Included within the Forward Plan? (If yes include reference number)</b>	No
<b>Equality and Sustainability Impact Assessment Undertaken</b>	No
n/a	

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		
n/a		
Final Decision?		Yes
Suggested next steps (if not final decision please set out below)		

## 1. **Summary**

- 1.1 This report informs the Committee of its work programme for 2014/2015 (Appendix 1) and of the current Forward Plan – November to March 2015 (Appendix 2).

## 2. **Recommendations**

- 2.1 The report be noted;
- 2.2 Any amendments suggested at the meeting for the Work Programme, be made accordingly;
- 2.3 The Committee to identify any future Executive decisions to be made, or future policies to be adopted, which members wish to have an input into before the Executive take the decision, and either:
  - 1. nominate one member to investigate that future decision/policy and report back to a future meeting of the Overview and Scrutiny Committee, before the final report is submitted to the Executive.
  - 2. request an officer report to be submitted to a future meeting of the Overview and Scrutiny Committee, before the final report is submitted to the Executive.

## 3. **Reasons for the Recommendations**

- 3.1 The work programme needed to be updated at each meeting to reflect the work load of the Committee.
- 3.2 Two of the five main roles of overview and scrutiny in local government are to undertake pre-decision scrutiny of executive decisions and to feed into policy development.
- 3.2 If the Committee has an interest in a future decision to be made by the Executive, or policy to be implemented, it is within the Committee's remit to feed into the process.
- 3.3 The Forward Plan is actually the future work programme for the Executive. If a non-executive member highlighted a decision(s) which is to be taken by the Executive which they would like to be involved in, that member(s) could then provide useful background to the Committee when the report is submitted to the Executive and they are passing comment on it.

## 4. **Policy Framework**

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

## 5. **Budgetary Framework**

- 5.1 All work for the 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 Committee may wish to prioritise areas of investigation.

## 6. **Risks**

- 6.1 This Committee contributes to the effective minimisation of risk by fulfilling its duties in a timely manner and scrutinising the work undertaken by the Executive.

## 7. **Alternative Options Considered**

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

## 8. **Background**

- 8.1 There are five main roles of overview and scrutiny in local government. These being:

- Holding to account
- Performance management
- Policy review
- Policy development
- External scrutiny

- 8.2 The pre-decision scrutiny of Executive decisions falls within the role of 'holding to account'. To feed into the pre-decision scrutiny of Executive decisions, the Committee needs to examine the Council's Forward Plan and identify items which it would like to have an impact upon.

- 8.3 The Council's Forward Plan is published on a monthly basis and sets out the key decisions to be taken by the Council in the next twelve months. The Council only has a statutory duty to publish key decisions to be taken in the next four months. However, the Forward Plan was expanded to a twelve month period to give a clearer picture of how and when the Council will be making important decisions.

- 8.4 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.

- 8.5 The Forward Plan also identifies non-key decisions to be made by the Council in the next twelve months, and the Committee, if it wishes, may also pre-scrutinise these decisions.

- 8.6 There may also be policies identified on the Forward Plan, either as key or non-key decisions, which the Committee could pre-scrutinise and have an impact upon how these are formulated.

- 8.7 The Committee should be mindful that any work it wishes to undertake would need to be undertaken without the need to change the timescales as set out within the Forward Plan.

- 8.8 At each meeting, the Committee will consider their work programme and make amendments where necessary, and also make comments on specific Executive items, where notice has been given by 9am on the day of the Overview and Scrutiny Committee meeting. The Committee will also receive a report detailing the response from the Executive, on the comments the Committee made on the Executive agenda in the previous cycle.
- 8.9 The Forward Plan is considered at each meeting and allows the Committee to look at future items and become involved in those Executive decisions to be taken, if members so wish.
- 8.10 Scrutiny of Partnerships

It is part of the Scrutiny Committees' remit to consider the effectiveness of our formal partnerships. Officers have now completed their annual health check of the Council's partnerships.

At the last Overview and Scrutiny Committee, Members were asked to consider if they would like to consider any of the partnerships in greater depth. However, Members requested a description of the purpose of each partnership did before making any decision – see table on pages 5 & 6 of this report.

<b>PARTNERSHIP</b>	<b>LEAD OFFICER</b>	<b>PURPOSE</b>
Building Control	Tracy Darke	Joint Building Control Service for Warwick, Coventry, Daventry and Rugby Councils for the delivery of a sub-regional building control service.
Coventry Solihull Warwickshire Sports Partnership	Manoj Sonecha	Warwick District Council & 4 Warwickshire districts / Borough's & Solihull MBC & Coventry City Council & Sport England working together to increase participation in sport and physical activity.
Victoria Park Tennis	Chris Charman	Warwick District Council & VP Tennis (& the LTA) working together to encourage community tennis participation in the district.
Habitat Biodiversity Audit (HBA) Partnership	David Anderson	Warwickshire Wildlife Trust, Warwickshire County Council, Coventry City Council, Nuneaton & Bedworth Borough Council, North Warwickshire Borough Council, Rugby Borough Council, Warwick District Council, Stratford District Council, Solihull Metropolitan Borough Council, Natural England, Environment Agency working together to provide a continuous environmental audit of land across the sub-region through the Phase 1 habitat survey and the Wildlife Sites Project (WSP).
Learning Academy	Tracy Dolphin	Coventry & Warwickshire Partnership Trust, Coventry CC, Coventry University, NHS Coventry, North Warks BC, Rugby BC, Solihull MBC, Stratford DC, Warwickshire CC, Warwickshire Police, Warwick DC, Nuneaton and Bedworth BC working together to be the sub region's leading provider in skills development to improve the delivery of public sector services.
The Investment Partnership	Duncan Elliott	Warwick District Council and PSP have formed a Limited Liability Partnership to bring forward options for delivering property led and regeneration projects.
Meadow Community Sports Centre	Ryan Johnston	Warwick District Council & Kenilworth School & Sports College working together to increase and improve the quality of sporting opportunities for the pupils of the School and to extend their curricular and extra-curricular sports activities and to provide additional opportunities for local people and sports organisations to participate in sport and to develop their skills, particularly among low participant groups.
Myton Sports Centre	Ian Rourke	Warwick District Council & Myton School working together to increase and improve the quality of sporting opportunities for the pupils of the School and to extend their curricular and extra-curricular sports activities and to provide additional opportunities for local people and sports organisations to participate in sport and to develop their skills, particularly among low participant groups.
Coventry and	Bill Hunt	The Coventry & Warwickshire Local Enterprise Partnership (CWLEP) was



<b>PARTNERSHIP</b>	<b>LEAD OFFICER</b>	<b>PURPOSE</b>
Warwickshire Local Enterprise Partnership		established following a request from Government for local authority and business leaders to establish private and public sector Local Enterprise Partnerships that cover functional economic geographies and could provide strategic direction to the development and growth of the local economy.
Warwick District Local Sports Network	Manoj Sonecha	WDC / Central Area School Sports Partnership / CSW Sport / NHS Warwickshire / WCC Division for Young People / Brunswick Healthy Living Centre / Warwick Tennis Club / VP Tennis / Warwickshire College use a Multi-Agency partnership approach with the purpose of developing sport and physical activity in the district.
Warwickshire Waste Partnership	Gary Charlton	Warwick District Council, Rugby Borough Council, Nuneaton and Bedworth Borough Council, Stratford District Council, Warwickshire County Council are responsible for the development of Warwickshire's Municipal Waste Management Strategy.
Warwickshire Wildlife Trust	David Anderson	Warwick District Council, Warwickshire Wildlife Trust working together to facilitate the management of WDC's Local Nature Reserves.
South Warwickshire Crime and Disorder Reduction Partnership	Pete Cutts	Warwick and Stratford-on-Avon District Councils, Warwickshire County Council, Warwickshire Police, Warwickshire Fire & Rescue Service, Health Services & Warwickshire Probation working together to reduce crime, disorder, and substance misuse and reoffending rate.
WDC/SDC Shared Business Rates Service	David Leech	Warwick DC and Stratford DC working together to create a shared National Non Domestic Rates (NNDR) team to increase resilience with the NNDR service provided to both partnering authorities.

**Overview and Scrutiny Committee  
Work Programme 2014**

**4 November 2014**

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer</b>	<b>Membership of Task &amp; Finish</b>	<b>Next report date if applicable</b>	<b>Completion date</b>
Outside appointments Report – Annual statement of the work undertaken by the Body  (Request to be sent by CSO by 1 October, reminder by 15 October, deadline of 10.00 am on 23 October)	O & S September 2013	Written report	Lesley Dury		Every November	No end date as this is an annual report
Update on statistics and figures – T & F report CCTV	O & S 1 July 2014	Written report	Pete Cutts			
Sports & Leisure Options Appraisal – Presentation	Email from Rose Winship to Councillor Falp 25 September	Presentation	Rose Winship			4 November 2014
Portfolio Holder updates		Written report with agenda / Q&A at meeting	Councillors Hammon and Mrs Gallagher			
Scrutiny of Partnerships	O & S 30 September 2014	Point 8.10 in this report	Andy Jones			

**2 December 2014**

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer</b>	<b>Membership of Task &amp; Finish</b>	<b>Next report date if applicable</b>	<b>Completion date</b>
Portfolio Holder updates		Written report with agenda / Q&A at meeting	Councillors Shilton and Coker			
Warwickshire Safeguarding Children Board	Children's Champions	Written Report	Bill Hunt			

**13 January 2015**

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer</b>	<b>Membership of Task &amp; Finish</b>	<b>Next report date if applicable</b>	<b>Completion date</b>
Portfolio Holder updates		Written report with agenda / Q&A at meeting	Councillors Cross and Vincett			
LEP Update	O & S 11 March 2014	Verbal update	Councillor Mobbs		Every three months	
Tenant Involvement Strategy			Andrew Thompson			

**10 February 2015**

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer</b>	<b>Membership of Task &amp; Finish</b>	<b>Next report date if applicable</b>	<b>Completion date</b>
Portfolio Holder updates		Written report with agenda / Q&A at meeting	Councillor Mobbs			
Housing Allocations Policy		Written report	Andrew Thompson			

**10 March 2015**

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer</b>	<b>Membership of Task &amp; Finish</b>	<b>Next report date if applicable</b>	<b>Completion date</b>
Volunteering Policy – Is a review required?	11 March 2014	To be decided	None			
Decide whether a T & F Group is required for Staff Volunteering	11 March 2014	To be decided	None			
Way forward for Health Scrutiny		Report	Councillor Wreford-Bush			
Social Value in Procurement	November 2013	Report	Mike Snow			
Childrens Champions – End of Year Report		Written report	Bill Hunt Councillors Falp and Gallagher			

**8 April 2015**

<b>Title</b>	<b>Where did item originate from</b>	<b>Format</b>	<b>Lead Officer</b>	<b>Membership of Task &amp; Finish</b>	<b>Next report date if applicable</b>	<b>Completion date</b>

**Future Items:**

Racing Club – Warwick, St Mary's Lands – Scope Document "Lessons Learned"	O & S 10 June 2014	Written report	Councillors Kinson & Mrs Bromley			
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**Post May 2015:**

O & S End of Term Report

To set the O & S Work Programme for 2015/2016

Outside appointments Report – Annual statement of the work undertaken by the Body  (Request to be sent by CSO by 1 October, reminder by 15 October, deadline of 10.00 am on 23 October)	O & S September 2013	Written report	Lesley Dury		Every November	No end date as this is an annual report
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## **FORWARD PLAN**

### **Forward Plan November 2014 to March 2015**

#### **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 or its Committees 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) 353362. 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.

## **Section 1 – The Forward Plan November 2014 to March 2015**

<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>If requested by Executive –date, decision &amp; minute no.</b>	<b>Date of Executive, Committee or Council meeting</b>	<b>Publication Date of Agendas</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>
<b>5 November 2014</b>						
Fetherstone Court (Ref 628)	Final Business Case, costs and sign off project		Executive 5 November 2014	27 October 2014	Matt Jones  Cllr Vincett	
Budget Review (Ref 571)	To advise members of any variations from approved budgets		Executive 5 November 2014	27 October 2014	Andy Crump Cllr Mobbs	
Sports and Leisure Options Appraisal (Ref 603)	To report on the Sports and Leisure Options Appraisal ( Moved Reason 4 & 5 )		<del>Executive 3 September 2014</del> Executive 5 November	27 October 2014	Rose Winship Cllr Gallagher	Partners schools, Sport England, Sports NGBs  Interviews with consultants
Procurement Update (Ref 639)			Executive 5 November 2014	27 October 2014	Mike Snow Cllr Cross	
Asset Management Strategy (Ref 641)	To propose an Asset Management Strategy for all the Council's buildings and land holdings		Executive 5 November 2014	27 October 2014	Bill Hunt Cllr Hammon	



Asset Management Plan (Ref 642)	To report on the activities planned for the current financial year to deliver the asset strategy		Executive 5 November 2014	27 October 2014	Bill Hunt Cllr Hammon	
Future use of the Warwick LLP (Ref 643)	To report on how the LLP might play a wider role in the delivery of the Council's Assets Strategy		Executive 5 November 2014	27 October 2014	Duncan Elliott/Bill Hunt  Cllrs Mobbs, Hammon & Cross	
Parish Charter (Ref 644)			Executive 5 November 2014	27 October 2014	Berni Allen	
Prosperity Agenda (Ref 645)	To report on the current activities undertaken to maintain and increase the prosperity of the district and make proposals for new initiatives		Executive 5 November 2014	27 October 2014	Duncan Elliott/Bill Hunt  Cllrs Mobbs, Hammon & Cross	
Pre Application charging regime (Ref 635)	Moved from October – as agreed by CMT		<del>Executive 1 October 2014</del> 5 November 2014	27 October 2014	Gary Fisher Cllr Hammon	

Warwickshire Local Council's Charter (Ref 651)			Executive 5 November 2014	27 October 2014	Berni Allen Cllr Coker	Current Local Charter from 2006 Parish Council's Relevant County/ District & Borough Officers Presented draft Charter
<b>December 2014</b>						
General Fund Budgets 2015 - 2016 (Ref 586)	To consider the following year revenue budgets for the general fund		Executive 3 December 2014	24 November 2014	Marcus Miskinus Cllr Mobbs	
Housing Revenue Account Budgets 2015-2016 (Ref 590)	To consider the following year revenue budgets for the Housing Revenue Account		Executive 3 December 2014	24 November 2014	Mark Smith Cllr Mobbs	
Climate Change/ Sustainability (Ref 617)	To seek agreement for the strategic approach to climate/sustainability		Executive 3 December 2014	24 November 2014	Susan Smith Cllr Coker	

Member Code of Conduct Review (Ref 593/a)	To consider revisions to the Council's Member Code of Conduct and associated papers		Executive 3 December 2014	24 November 2014	Graham Leach Cllr Mobbs	Written correspondence Asking for their views
Council Procedure Rules (Ref 594)	To consider revisions to the Council procedure rules from the Constitution Working Party (Moved from July 2014 Reason 3)		Executive 3 December 2014	22 August 2014	Graham Leach Cllr Mobbs	
Disposal of WDC owned land at Station Approach in Leamington (Ref 636)	To seek support for the principle of the council disposing of this land		Executive 3 December 2014	24 November 2014	Bill Hunt Philip Clarke Cllr Hammond	
Report on changes to HARP & scheme of Delegation. (Ref 629)	To consider the revised remit of Housing appeal review Panels and amended procedure (Moved Reason 4)		<del>Executive 1 October 2014</del> Executive 3 December 2014	24 November 2014	Amy Carnall Jacky Oughton Cllr Vincett	
Options for Payroll Service (Ref 645)			Executive 3 December 2014	24 November 2014	Chris Burrows	
W2 Revised Agreement (Ref 646)			Executive 3 December 2014	24 November 2014	Andrew Thompson Cllr Vincett	
Riverside House Relocation	To update members on a potential short list of relocation site options		Executive 3 December	24 November 2014	Duncan Elliott/Bill	

Project Update (Ref 647)			2014		Hunt Cllrs. Mobbs and Hammon	
Options for the future use of the Royal Pump Rooms and surrounding area (Ref 648)	To feedback on the outcome of the soft market testing of options for the Royal Pump Rooms		Executive 3 December 2014	24 November 2014	Duncan Elliott/Bill Hunt  Cllr Hammon	
Review of Affordable Rent policy (Ref 650)			Executive 3 December 2014	24 November 2014	Ken Bruno Cllr Vincett	Housing Strategy 2014-17
Service Area Plan/FFF 6 Monthly Update (Ref 640)	A review of progress made over the last 6 months on the FFF programme of work  Moved from November – Reason 3 - Waiting for further information from another body		Executive <del>5 November</del> 2014  3 December 2014	24 November 2014	Andrew Jones	
Compliance with revised Waste Framework Directive 2008 (Ref 651)			Executive 3 December 2014	24 November 2014	Graham Folkes- Skinner.  Dave Shilton	

**January 2015**

Bowls  (Ref 652)	National Championships Review		Executive – 14 <sup>th</sup> Jan 2015	24 November 2014	Rose Winship  Cllr Gallagher	Park users Residents FoVP Bowls club VP Tennis Café owners
<b>February 2015</b>						
<b>March 2015</b>						

**Section 2 Key decisions which are anticipated to be considered by the Council between April 2015 and July 2015**

**April 2015**

Housing Allocations Policy (Ref 607)	To approve a new housing allocations policy  (Reason 1 Portfolio Holder has deferred the consideration of the report)		Executive 5 November 2014 Executive 9 April 2014	27 October 2014 27 March 2015	Ken Bruno Cllr Vincett	Housing Strategy 2014 - 2017

**May 2015**


**June 2015**


**July 2015**

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<b>TO BE CONFIRMED</b>						
<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>History of Committee Dates &amp; Reason code for deferment</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>Expansion on Reasons for Deferment</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>	<b>Request for attendance by Committee</b>
Corporate Debt Policy (Ref 516)	To approve the Corporate Debt Policy	TBC	Jon Dawson Cllr Mobbs			
Health Strategy (Ref 576)	To update members on the formulation of the Council's Health Strategy, following the return of Public Health to local authorities  (Moved from March 2014 Reason 3)	<del>Executive 12 March 2014</del> TBC	Rob Chapleo Cllr Coker			
Code of Procurement Practice (Ref 611)	To seek approval of the updated Procurement Code of Practice	TBC	Susan Simmonds Cllr Mobbs			
Kenilworth Area Action/ Neighbourhood Plan (Ref 438)	To consider the request from Kenilworth Town Council to set in train work to develop an Area Action Plan for the town  Moved from November 2012 reason 2 (Moved from June 2013 Reason	TBC	Chris Elliott Cllr Caborn		Kenilworth Town Council  Warwickshire County Council  Report to	



	3) (Moved from August 2013 reason 3)				Executive generally on Neighbourhood Plans in July 2012	
Tenant Involvement Strategy (Ref 615)	To approve the Housing & Property Services Tenant Involvement Strategy	TBC	Abigail Hay Cllr Vincett			
Sustainability Report (Ref 551)	To seek agreement for the strategic approach to climate change/sustainability	TBC	Richard Hall Cllr Coker			
Housing Buy To Flip Policy (Ref 608)	To approve a "Buy To Flip" policy for housing	TBC	Abigail Hay Cllr Vincett	Reason 5 Seeking further clarification on implications of report	Housing Strategy 2014 - 2017	

**Section 3 - Items which are anticipated to be considered by the Executive but are NOT key decisions**

<b>November 2014</b>						
<b>December 2014</b>						
Review of Significant Business Risk Register (Ref 587)	To inform members of the significant risks to the Council				Richard Barr Cllr Mobbs	
<b>January 2015</b>						


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:

2. Portfolio Holder has deferred the consideration of the report
3. Waiting for further information from a Government Agency
4. Waiting for further information from another body
5. New information received requires revision to report
6. 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](http://www.warwickdc.gov.uk/committees)**

**The forward plan is also available, on request, in large print on request, by telephoning (01926) 353362**

 <b>Overview and Scrutiny Committee</b> <b>4 November 2014</b>		<b>Agenda Item No. 10</b>
<b>Title</b>	Annual Feedback on Outside Appointments	
<b>For further information about this report please contact</b>	Lesley Dury, Democratic Services	
<b>Wards of the District directly affected</b>		
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	12 November 2013	
<b>Background Papers</b>		

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

<b>Officer/Councillor Approval</b>		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Chief Executive/Deputy Chief Executive	23/10/14	Bill Hunt
Head of Service	23/10/14	Graham Leach
CMT		
Section 151 Officer		
Monitoring Officer		
Finance		
Portfolio Holder(s)		
<b>Consultation &amp; Community Engagement</b>		
Not applicable.		
<b>Final Decision?</b>		Yes
<b>Suggested next steps (if not final decision please set out below)</b>		

## 1. **Summary**

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

## 2. **Recommendation**

- 2.1 That the Overview and Scrutiny Committee note the contents of the annual statement of work (Appendix 1).
- 2.2 That the Overview and Scrutiny Committee decide whether any Councillors serving on Outside Bodies attend a future meeting to give further detail of the work of the Body and their involvement.

## 3. **Reasons for the Recommendation**

- 3.1 It was agreed that each year, Councillors who serve on Outside Bodies should submit an annual statement of the work undertaken by the body they served upon and this should be submitted to the Overview and Scrutiny Committee.

## 4. **Policy Framework**

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

## 5. **Budgetary Framework**

- 5.1 This report does not have any financial or budgetary implications for the Council.

## 6. **Risks**

- 6.1 There are no risks associated with this report.

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

- 7.1 No alternative options have been considered because this method to review the work undertaken by Outside Bodies was agreed by the Overview and Scrutiny Committee at its meeting on 10 September 2013.

## 8. **Background**

- 8.1 In 2011, there was a review of outside appointments. As part of this review, it was agreed that each year all Councillors on outside bodies would be required to produce an annual statement on the work undertaken by the body. This would be made available to all Councillors electronically and could be requested to be presented to a Scrutiny Committee for consideration if a Member had concerns. This did not happen.

- 8.2 It was then agreed amongst Group Leaders that a report be brought to Scrutiny Committee each year which contains a simple update from each Councillor on their outside appointment.
- 8.3 Committee Services would coordinate this by requesting the information twice from the Councillor. If a response is not received following two requests a nil response will be recorded in the report.
- 8.4 It was agreed that November would be the appropriate time for the report to come to the Overview and Scrutiny Committee. This is the second year that the system has been implemented.
- 8.5 Council agreed the following criteria for appointing a Councillor to an outside body:
1. A body or partnership to which the Council provides significant financial contribution;
  2. An established Council partnership with agreements in place;
  3. A body or partnership to which the Council is obliged to appoint a Member;
  4. A body or partnership which relates to the management of an asset of the Council; or
  5. Appointments made at the discretion of the Council.
- 8.6 It should be noted that the outside appointments are made on a politically proportionate basis i.e. the numbers allocated are proportionate to the number of Councillors in each Group on the Council.
- 8.7 The original intention of the annual reports was to not only understand what was happening with the outside appointments but to also see if there were ones where the appointments could cease. The appointments where no contact has been received for over 12 months will now be contacted by the Democratic Services Manager and Deputy Monitoring Officer with a view to cancelling the appointment.

## Appendix 1

### Feedback on Outside Appointments – 2013/14

#### (Executive Appointments)

Outside Body	Councillor(s)	Feedback
Warwickshire County Council – Pension Fund Consultative Panel	Coker	As far as I am aware I am not on this anymore. I think it was changed after the last check. I have not had a notice recently.
Warwickshire County Council – Supporting People Partnership	Vincett	<p>There haven't been any meetings of this specific partnership for about 18 months. However, Warwickshire County Council (WCC) commissioners and senior managers from the WCC business unit have worked with health and housing partners through Better Care Fund and have held meetings with Heads of Housing and Housing Strategy Managers from each of the five district &amp; boroughs. In addition, there is an Accommodation with Support Board that oversees the strategic direction for this area of work, including housing related support.</p> <p>WCC are currently undertaking a public consultation about proposed changes to housing related support services (Supporting People). The consultation began on the 8<sup>th</sup> September and runs until 28 November 2014. Details can be accessed via <a href="http://askwarks.wordpress.com/2014/09/08/housing-related-support-services-consultation/">http://askwarks.wordpress.com/2014/09/08/housing-related-support-services-consultation/</a></p> <p>Warwick District Council's Supporting Tenants Team will be responding to the consultation.</p>
Warwickshire Police and Crime Panel	Coker	This panel meets regularly at different venues thought out the County and scrutinizes the work of the Police and Crime Commissioner. It is very active and receives and requires report on issues arising and also has to approve his budget although whilst we can refuse to authorise his budget we only get one chance and after that his next effort has to be passed!!

West Midlands Employers formerly West Midlands Councils and West Midlands Leaders Board	Mobbs	<p>Councillor Mobbs attended a meeting in October 2014 at which the services provided by the body were explained.</p> <p>West Midlands Employers (WME) is the Regional Employers Organisation offering a range of services aimed at local councils and the wider public sector to support performance improvement at both an individual and organisational level. It is all about 'people and leadership solutions' helping companies make the best use of their greatest resource - their people.</p> <p>WME has a small team of highly experienced HR professionals providing a responsive and flexible service from our core as an '<b>advisory, representative and coordinating employers' organisation</b>' through to our commercially focused <b>in-house training and consultancy services</b> such as restructuring support, Job evaluation, investigations, interim HR management, and mediation. It also has an innovative People and Leadership Team working with public sector organisations to reduce costs and improve the services they deliver for their communities, with a focus on <b>Achievement Based Development</b> for strengthening the management and leadership skills of employees and elected members and <b>Efficiency Based Resourcing</b> to get the right people in the right place for the organisation, in reduced time and at a reduced cost.</p> <p>More information on this can be found by following this link:  <a href="http://www.wmemployers.org.uk/about-us">http://www.wmemployers.org.uk/about-us</a></p>
Coventry and Warwickshire LEP	Mobbs	Councillor Mobbs gives regular reports to O & S on the LEP through the year. The last report he gave was 30 September 2014.
City Deals	Caborn	See LEP report. City Deals is part of the LEP report and not a function in its own right. It will therefore not appear as a separate heading in next year's report.
LLP Members Board	Cross, Hammon & Mobbs	The Limited Liability Partnership, (variously referred to as either the Investment Partnership or more simply the Warwick LLP) was established in 2013 to assist us to deliver our strategic objectives for asset management and regeneration. To date the main focus of the Partnership has been on the delivery of the Riverside House relocation project. The full detail of this project and the LLP Board's related work was covered in the reports to Executive in March and May 2014 and to full Council in June.



		<p>The LLP Members Board's work over the last year has comprised the overseeing and commissioning of the comprehensive design and financial feasibility options work, carried out for a range of possible WDC HQ Office relocation sites. This work has also included the integrated feasibility work in respect of options for the disposal of the Council's Riverside House site.</p> <p>Following the decision, made at the June Council meeting, to widen the criteria used to assess potential sites for the relocation of the Council's HQ offices a wide range of options are now being assessed. The outcome of this review will be reported to Executive in December.</p> <p>The original LLP proposals envisaged a wide ranging remit for the LLP. However, other than an initial high level assessment of potential options for the Pump Rooms and Town Hall and a more recent assessment of potential options relating to the Kenilworth Public Service Centre, No report submitted of which were progressed, its activities have exclusively focussed on the Riverside House relocation project. There is a further LLP report being considered by Executive tomorrow proposing a wider role, consistent with the original intentions.</p>
Safer Stronger and Communities Board	Coker	This is a WCC committee which deals with community safety generally throughout the County and the Districts and Boroughs have a portfolio representative each. It is a forum that deals with all of the counties departments dealing with crime in all its forms, children's safety, problem families, drugs etc.
South Warwickshire Community Safety Partnership	Coker	<p>This body is the equivalent of the Safer and Stronger Committee only at district level and is a partnership between ourselves and Stratford.</p> <p>It is an effective partnership and we work well together. We are trying to enlarge its work by cooperation with CCGs and NHS as many problems of for instance drink and drugs also cause more work in their areas and we hope to cooperate to improve the situation so that there is a reduction for all. This meets regularly at Warwick and there are spin offs in respect of WPs etc on strategy docs.etc.</p>
Warwickshire County Council Health & Wellbeing Board	Coker	This again is a WCC committee but the boroughs and Districts have obtained membership in order to have a clear link with Public Health in particular and also all of the other County activities that are covered by them in committee such as child and elderly care, and the strategy documents that the County produces on the various county responsibilities .Again the meetings are regular at Warwick

		<p>and again there are spin off meetings.</p> <p>They are supplemented as far as the districts are concerned by a pre meeting of the Portfolio holders which takes place about a fortnight before the main meeting to discuss and agree where possible what the districts require to be raised or dealt with. These take place on a rota basis throughout the county.</p>
Association of Retained Council Housing (ARCH)	Vincett	<p>Meetings –</p> <ul style="list-style-type: none"> <li>Bi-monthly Executive meetings (most recent 22<sup>nd</sup> September 2014)</li> <li>Annual General meeting (September meeting non quorate. To be re-scheduled for possibly November 2014).</li> </ul> <p>Other Activities –</p> <ul style="list-style-type: none"> <li>Training events</li> <li>ARCH Blog</li> </ul> <p>The Portfolio Holder and HoS are both Directors and sit on the Executive. The Association has a suite in the IoH building in Greys Inn Road. Originally set up in response to CG's Self Financing Initiative to research and advise Local Authorities on all related issues and the sharing of knowledge. Currently, the Association is looking to how it now re-styles its core activities and the September meeting received a presentation by consultants engaged to review and recommend evolution.</p> <p>ARCH will continue to receive, disseminate and comment on Government Legislation and initiatives and maintain its regular Blog. The most recent being 20<sup>th</sup> October 2014 - <i>ARCH's Policy Advisor Matthew Warburton looks at what the Lyons Housing Review has to say about why we are now building only around half the number of new homes each year that the nation needs.</i></p>

**(Warwick District Council Appointments – Conservative Appointments)**

Outside Body	Councillor(s)	Feedback
Coventry Airport Consultative Committee	Hammon	<p>This was started in the wake of the planning application to increase the passenger terminal capacity which was refused on appeal. The intention of the committee was to give local representatives a chance to voice any concerns the public may have regards the running of the airport. This was very controversial in the early days when Thomson was flying passengers from there. Now the activities have greatly reduced the committee merely hears reports from the airport management on the day to day running of the airport and any new proposals they have for the future. They also report on the requirements of the section 106 obligations such as noise monitoring.</p> <p>The committee is formed with representatives from businesses at the airport, Coventry Chamber of Trade, CPRE, local parishes, Coventry CC, Rugby BC and Warwick DC for which I am the member.</p>
Kenilworth Abbey Advisory Committee	Vincett	<p>Meetings -  Annual Meeting held on Friday 24<sup>th</sup> January 2014  Ordinary Meeting held on Friday 16<sup>th</sup> May 2014  Launch of "Harry Sunley Memorial" project 20<sup>th</sup> June 2014  Working Group meeting held on 21<sup>st</sup> July 2014  Meeting held on Friday 3<sup>rd</sup> October 2014</p> <p>The committee remains buoyant, committed and proactive. Subsequent to the replacing of the protective roofing of the Abbey Gatehouse by WDC over Autumn/Winter 2013-14, the main focus has been on the driving forward of the "Harry Sunley Memorial" project that aims to install racking and platforms to display the many architectural and historically important stonework remains unearthed together with other archaeological finds such that the Abbey Gatehouse can be opened to the public in a similar fashion to how the "Barn" is managed. To facilitate this there is a requirement now for an electrical supply to be fed to the Abbey Gatehouse. This is being jointly looked into by WDC/EH/KAAC.</p> <p>The Working Group remains vigilant in assessing the condition of the fabric of the ruins identifying and advising WDC of upkeep maintenance and consolidation</p>

<b>Outside Body</b>	<b>Councillor(s)</b>	<b>Feedback</b>
		requirements as well as involving itself in archaeological investigations working with both EH and the Warwick Archaeologist.
Kenilworth Town Centre Partnership	Coker	I represent the Town and District on this committee which is a partnership of all three authorities and the Chamber of Trade and other organisations. The object is the improvement of the shopping experience and general foot fall in the Town centre. It has the assistance of the Town Centre Manager and obviously assists him with the various Town events that are developed to improve the Town centre experience and footfall. It is reasonably successful.
LGA District Councils' Network	Mobbs	Councillor Mobbs has not attended a meeting.
Racing Club Warwick	Rhead	Councillor Rhead has been unable to attend any meetings.
South Warwickshire NHS Foundation Trust	Mrs Bunker	See Appendix 3.
Warwick Town Centre Management Group	Kinson	No report submitted.
Warwickshire County Council – Adult Social Care and Health Overview & Scrutiny Committee	Kinson	Councillor Kinson submits regular reports to the Health Scrutiny Sub-Committee.
Warwickshire Waste Management Forum	Shilton	I am Vice-Chair for this group which meets on a quarterly basis and provides the strategic direction for Waste Management within Warwickshire through an agreed Warwickshire Municipal Waste Management Strategy. It organises an annual Warwickshire Waste Partnership Conference which improves communication and stakeholder engagement. Over the past year the partnership has updated the strategy and set targets until 2020 and key areas of work for 2014/15.
51m	Hammon & Illingworth	This is formed by representatives from all the local authorities from London to Birmingham who oppose the route and business case of HS2. WDC have joined in legal action with this group in opposition to the Bill going through Parliament in order to try to prevent the devastation that the proposed line will cause this area. The Bill is still going through Parliament but is now at the stage where local authorities, action groups and other interested parties can petition for mitigation

Outside Body	Councillor(s)	Feedback
		<p>against unreasonable harm the line may cause to the parties concerned. WDC is very much involved in this process at the present moment and expects to go before the Select Committee in December.</p> <p>George Illingworth and I represent WDC on this body.</p>
National Association of Councillors	Caborn	<p>I attend when the local rally is held which has not been for some time and it is inappropriate for it to be an expenses claim to attend.</p>
Birmingham Airport Consultative Committee	Guest	<p>The good news was that the extension of the runway, the building of the new Tower and the diversion of the A45 were all completed on time.</p> <p>The first aircraft to use the full extension was an aircraft direct from Beijing with 310 passengers who stayed in the area for 4 days visiting the various well known tourist and business sites.</p> <p>On their departure the air-side shops took more money than any other day in the past, as the Chinese took advantage of the Tax Free items.</p> <p>Unfortunately for me there appears to have been a breakdown between WDC and the airport as we had apparently not advised them that I was still our representative on the committee from May 2014, so that I was not advised of the April meeting, and the notice that the Committee was being increased in numbers following the new take-off/landing flight directions which has meant more of the small villages were complaining about aircraft noise. Burton Green were one of the areas who complained, but I am sure that it was no more than we in Warwick/Leamington have had for years.</p> <p>At the September meeting the CEO gave an encouraging report on the possibilities of more Air Companies using the airport following a number of visits overseas by the sales staff, regarding the runway completion, but some European companies fear that they may have to reduce or even possibly withdraw from BHX, especially France due to financial problems in the countries. However this matter relates to business travellers not holidays.</p>

Outside Body	Councillor(s)	Feedback
		<p>The finished air-side businesses make the area more like a small town and all of them seem happy with their share of the passengers' money, and as you may have read recently, companies like W.H.Smith make most of their increased profits for airports and ports.</p> <p>The next meeting will be in November and it will be interesting to learn if any of our villages will be able to send a representative to the Consultative Committee, and I will advise in the next report.</p>

**(Warwick District Council Appointments – Labour Appointments)**

Outside Body	Councillor(s)	Feedback
Bath Place Community Venture & Management Committee	Ms Dean	<p>It has been a difficult year for all associated with BPCV and the outcome remains uncertain. The board thanks all who have supported the organisation and its aims.</p> <p>Briefly to summarise a long story, at the 2013 AGM, BPCV members mandated the board to focus on negotiating with Warwickshire County Council to return to and redevelop the Bath Place (All Saints School) site for provision of innovative space and services to the community. Warwickshire County Council subsequently decided to put the site on the market. A huge amount of work was done by BPCV to present a bid for transfer of the site to BPCV. This included a redevelopment scheme with imaginative plans for the building as a social and creative space and source of advice and education for older, young and vulnerable people (including those with mental health and addiction issues) in south Leamington. A business plan for services, using room lettings to generate income was added, together with a breakdown of social return on investment, e.g. savings in expenditure on health and social care by improving access to support networks and healthy activity. Nevertheless, and despite welcome support by some local County Councillors, the decision was taken by Warwickshire County Council Cabinet not to transfer the site to BPCV. No suitable and feasible alternative site in the area has been identified despite investigations, so the consequences of the decision were grave for BPCV. Given that funds had been diminishing while the organisation has been without a base and working hard on developing the bid to County, the board has now had to minimise ongoing expenditure and agree the sale of equipment in order to maintain solvency. However, still outstanding is the resolution of a claim for losses suffered by BPCV as a result of the fire at Bath Place. A court hearing involving insurers is due shortly and if significant sums are recovered, it is likely that the board will propose a trust fund to utilise these for suitable charitable purposes in south Leamington. Ultimately decisions about continuing BPCV's legacy, if funds are forthcoming from the legal claims, will be for a general meeting of members in the near future.</p>

Warwick District Citizens' Advice Bureau	Wilkinson	<p>The Bureau has a new manager, Aidan Knox, who has been in post since July 2013. Aidan has built a constructive working relationship with WDC Community team with mutually helpful discussions on case work record keeping with the objective of ensuring that accountability is measurable and also with WDC Economic Development in negotiations leading to WDCAB occupying empty space in their office in Hamilton Terrace which is owned by WDC.</p> <p>WDCAB's work continues apace. In 2013-2014 5,865 Debt issues, 4,817 Welfare benefit issues and 1,898 Employment issues were dealt with. Advisors are mainly volunteers. The range of subjects they deal with in a session is staggering: anything from eviction for rent arrears to disciplinary proceedings at work. The financial situation is a cause for concern. The day-to-day running costs are well covered; however, there is a major problem with Warwickshire County Council Pension Fund. The debt claim, £277,000, came without warning. Discussions are ongoing but until they are resolved WDCAB is at risk. I am confident, or should I say hopeful, that commonsense will prevail but in these difficult times that could be wishful thinking.</p>
Old Town Mary Portas Group	Wilkinson	<p>WDC 's role is to act as the holder of funds allocated by central government to the Portas scheme, south Leamington. WDC cannot veto decisions but by holding the purse and insisting on correct accounting procedures being followed, can exercise enough control to ensure, as far as possible, monies are not abused. The initial grant of £100,000 from government was supplemented by £5000 from WDC, £2000 from WCC and £10,000 from Leamington Town Council, the latter being ring fenced on expenditure for Christmas Lights for Old Town.</p> <p>There is circa £35,000 left in the scheme. The main expenditure has been on "HeartUps". Basically, that is helping start-up businesses such as The Coffee Box, Chrome Yellow and Dombey and Daughter. There have been night markets, "Brocante" ( second hand / retro/ "previously loved" ) events and attempts to influence and change the appearance of Old Town.</p> <p>If the scheme continues to fulfil its prime brief of pump priming it is likely that it will run out of money and wind up in the not to distant future, possibly within six months. Various options are on the table as to what happens then.</p>



William Riley Charity	Gill	<p>I was appointed to the William Riley Charity after the elections to replace Councillor Mrs Evans and I attended the first meeting in April 2004.</p> <p>This is a very small charity to rent only two houses. We have four trustees and one member of Wright &amp; Hassall Solicitors acts as a secretary. The secretary looks after the running of the charity and the maintenance of the two houses and they charge for these services.</p> <p>Trustees meet only once a year and the secretary gives the report of income and expenditure. The secretary sends us newsletters of Almshouse Charity; it may be a parent charity but we as trustee have no other link with Almshouse and it is never discussed in the meetings.</p> <p>As far as I know I have attended four or five meetings and missed a couple, once when I was out of the country and I had a mayoral engagement for the other.</p> <p>I found at the first meeting that the rent level was extremely low and hardly covered the secretary's expenses. I expressed my concerns at the low rent levels and we agreed to increase the rents. I gave them Warwick District Council housing rent levels for similar houses.</p> <p>At one stage one house became empty; there was not enough income to pay for the secretary's expenses. We were advised to sell the house to cover expenses and I opposed this proposal. There were no qualified people to rent this as the saving threshold was too low set out many years ago. I proposed to raise the threshold which was agreed but advertisement was not wide enough.</p> <p>I advised them to liaise with Warwick District Council Housing Department to advertise along with home choice to get someone from the waiting list. Housing Department agreed to advertise the charity's house and it worked well and we found a stable tenant. We have two tenants living in affordable houses and the charity is surviving.</p> <p>At the last meeting in April 2013, the secretary suggested that they could no longer manage which means the Board will have to appoint agents to manager</p>
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		<p>the properties. This might work well but the expenses will be too high.</p> <p>(The Council stopped its representation on this charity, so April 2013 was the last meeting Councillor Gill attended.)</p>
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**(Warwick District Council Appointments – Liberal Democrat Appointments)**

<b>Outside Body</b>	<b>Councillor(s)</b>	<b>Feedback</b>
Bid Leamington Board	Gifford	<p>BID Leamington has had another successful year that has ensured that Leamington Spa Town Centre has continued to attract new shops and restaurants. It is funded by the retailers in the town centre (North of the river) and has used its income of more than £ 300,000 per annum to promote Royal Leamington Spa as a shopping destination.</p> <p>It has used its excellent website, the Food and Drink Festival, The Leamington Lantern Parade, the Golden Ticket and improved Christmas lights to give people special reasons for visiting the town. The 2013 Lantern Parade had families from other counties visiting Leamington Spa to learn how to make the lanterns and then returning to the town to Parade with them. The Food and Drink Festival this year was a tremendous success and brought money into the town as a whole.</p> <p>It has also shown imagination in marketing the town. Once again it has worked in constructive partnership with the District Council over such matters as the Food and Drink Festival and the excellent Bringing Leamington to Chelsea project that showed the creative success of Leamington Spa in the best possible light. The Council is more and more aware of how much benefit BID Leamington brings not just to Leamington Spa but the District as whole.</p> <p>It is indeed an example of how the public and private sectors can work together with considerable success.</p>
Warwick – Community and Voluntary Action	Copping	No report submitted
Warwick District Mobility	Mrs Syson	<p>Although called Warwick District Mobility this is otherwise known as Leamington Spa Shopmobility based on the 4th floor of the Royal Priors car park. WDC used to provide some funding, but the service is now funded by a generous annual grant from Royal Leamington Spa Town Council.</p> <p>Leamington Spa Shopmobility provides wheelchairs and mobility scooters enabling users to enjoy independence and freedom to visit shops, cafes, public services and parks within Leamington town centre Mondays to Fridays. Mobility scooters can only be hired on a daily basis but wheelchairs can be hired for longer. A small charge is made: either an annual charge of £15 or a daily charge</p>

Outside Body	Councillor(s)	Feedback
		<p>of £5 for occasional users. The mobility equipment is easy to use and full training is given in our practice area by our staff to ensure safety. Following the resignation of the previous manager the unit was closed for two months in January and February 2014 and relaunched in March 2014. The closure enabled redecoration to take place, thanks to Gerry McManus of Royal Priors. We were also able to appoint a new manager Robin Brooks who used to run Oxford's Shopmobility.</p> <p>At present the service is underused but there is a marketing plan in place concentrating efforts on making more people aware of what Shopmobility offers. In August 2014 there were 35 day users with 17 people borrowing wheelchairs for longer. Usage is, however, on an upward trend as in the first 6 months since re-opening we have almost had as many users as in the whole of 2013. Other plans also include looking at the issue of Accessibility in Leamington and developing the unit into an information centre for those with accessibility needs. At the year end of 31 March 2014 the total funds available were £16052, a considerably improved financial situation over 2013 thanks principally to the grant funding from the Town Council, donations from the Mayor's Charity Fund and the Leamington Spa Rotary Club and the temporary closure of the shop unit for two months at the start of 2014.</p> <p>The Trustees are:</p> <p>Chair: Councillor Ann Morrison (appointed by Royal Leamington Spa Town Council )</p> <p>Treasurer: Andy Gotts</p> <p>Ms Jayne Canning</p> <p>Ms Jan Dugdale</p> <p>Ms Amelia Giles,</p> <p>Cllr David Greenwood (appointed by Royal Leamington Spa Town Council )</p> <p>Mr Mike Magness</p> <p>Ms Pauline Shemmans</p> <p>Cllr Sidney Syson (appointed by Warwick District Council).</p> <p>Officers: Robin Brooks,(Manager), Ted Buckworth,( Accountant), Robert Nash (Secretary).</p>

<b>Outside Body</b>	<b>Councillor(s)</b>	<b>Feedback</b>
South Warwickshire Community Safety Partnership	Boad	No report submitted.
National Parking Adjudication Service	Vacant	Appointment required due to issuing of Parking Enforcement Notices.

**(Warwick District Council Appointments – Independent Appointments)**

Outside Body	Councillor(s)	Feedback
South Warwickshire Plato Trust	Mrs Falp	<p>The South Warwickshire Plato Trust is a limited company charity providing housing for people who have suffered from or are recovering from mental illness.</p> <p>In 1971 South Warwickshire Group Homes was formed to provide safe accommodation to people suffering from mental health problems and thereby assist with their recovery. In 1982 Plato Trust was also founded, providing much the same services as South Warwickshire Group Homes. The two organisations worked closely together until 2001 then they merged to become South Warwickshire Plato Trust, with the working name of Plato Trust.</p> <p>South Warwickshire Plato Trust has a range of accommodation leased from the County Council and the District Council. They currently operate 10 houses and fourteen flats providing a total of 50 places (maximum). There are 12 properties currently rented from Warwick District Council, 9 properties from Warwickshire County Council and 1 from Orbit Housing. South Warwickshire Plato Trust owns 2 flats in addition to those properties rented. The organisation works closely with many multi agency professionals and stakeholders within South Warwickshire.</p> <p>The current cost of renting accommodation from the trust is £140.00 per week (to be reviewed early 2015). This covers rent payable to landlords, utility costs, communal T.V licence, telephone line rental, communal gardening and cleaning as well as all maintenance and repairs that are not the responsibility of the landlords. All accommodation comes furnished.</p> <p>There are regular meetings of the management board where partners are invited to attend. Regular updates are given at the meeting on how tenants are managing. Any issues are quickly addressed by the two members of staff. Financial reports on the Trust are given each meeting and an Annual General Meeting is always held.</p> <p>The issues for the committee going forward will be the imposition of Universal Credit, any future Government interventions in the possible limiting of housing benefit to 21 year olds and over and a continuing lack of rental accommodation</p>

Outside Body	Councillor(s)	Feedback
		<p>from District Councils.</p> <p>My role, I believe, is to advise if possible of any policy decisions by Warwick District Council that may affect the Trust. I also advise on whom to contact if they have concerns on certain matters. I also investigate ways we can all work together to help some of our tenants who have specific needs.</p>
Chase Meadow Community Centre	Mrs Mellor	No report submitted.
LGS Rural Services Network	Vacant	None.

**(Warwick District Council Appointments – One or More Appointments)**

<b>Outside Body</b>	<b>Councillor(s)</b>	<b>Feedback</b>
Friends of Leamington Art Gallery	Weber and Mrs Goode	See Appendix 2
Warwick Town Centre Partnership	Mrs Higgins, Mrs Bromley and Caborn	See Appendix 4
Hill Close Gardens Trust	Kinson and Pittarello	<p>Hill Close Gardens has continued its excellent work in developing the unique heritage of the site with its massively enthusiastic band of volunteers. Visitor numbers have significantly increased this year because of opening the Gardens every weekday. There has been good support for educational activities and for 'special events' during the summer and there is increased national recognition of the quality of horticulture of the Gardens. However, much trustee time this year has been spent discussing the implications of the ending of the grant from WDC.</p> <p>The financial position of the organisation is stable, however, without support from WDC, the longer term prospects for the organisation are more challenging. Despite significant efforts from the organisation to engage Officers in discussions over possible future financing (Officers admit that maintenance of this land to a lower standard if HCG was not there would be significant), to date, no plan is in place. A meeting is scheduled imminently with Deputy Chief Executive Andy Jones, however if no agreement can be found, O&amp;S are urged to review whether a "no grant" situation is sustainable for this organisation and whether it can seriously expect this jewel in Warwick's crown to continue to flourish without some future financial commitment. As we all know, protecting our heritage costs money, but this site adds to the visitor package attracting visitors to the area, inspires our young people in horticulture, and retains a piece of our history for local people to understand and enjoy.</p>





## **Report on the work of the Friends of Leamington Spa Art Gallery & Museum**

Submitted by Cllrs Eithne Goode and Jerry Weber

This report includes contributions from The Friends of Leamington Spa Art Gallery & Museum (FLAG) and Jeff Watkin, Heritage & Arts Manager, Warwick District Council. It is clear from both submissions that there is a mutual respect between the society and the officers of Warwick District Council. Their work ensures a vibrant approach to a subject which gives enormous pleasure and educational benefits to a large number of people all over Warwick District and further afield.

### **Report from FLAG covering the period from 1<sup>st</sup> October 2013 – 30<sup>th</sup> September 2014**

President: Mo Enright    Chairman: Graham White    Vice-Chairman: Clive Nelson

Secretary: Lyn Buckle    Treasurer: Linda Nelson    Committee of 9 members

The Friends of Leamington Spa Art Gallery and Museum (FLAG) have enjoyed a busy and successful year. Membership has now reached 300 and members come from all parts of Warwick District including outlying villages and also the towns of Rugby and Stratford. Membership is a combination of loyal, longstanding Members and enthusiastic new ones.

### **Support for the Gallery and Museum**

FLAG's aim is to support the Gallery and Museum in whatever Jeff Watkin and the Curators wish and we never seek to impose our own wishes on them although we do occasionally make suggestions which they are happy to discuss and on occasion, to implement. We support the Gallery and Museum both financially and with our time. Financial contributions in the last 12 months have included the following:

£1000 towards production of catalogue for the David Carpanini Exhibition  
£350 in support of NADFAS (National Association of Decorative and Fine Arts Societies) volunteers who help with conservation  
£2000 towards the Bi-Centennial Pump Rooms Exhibition  
£300 towards the purchase of an embroidered local map  
£1000 towards the catalogue for the forthcoming Tessa Beaver Exhibition  
£2000 towards the framing of prints for the forthcoming Terry Frost Exhibition  
£2000 towards the acquisition of a John Piper painting. The sum will be handed over as soon as the Gallery has received funding from the remainder of the other sources. In addition, Committee members are happy to give of their time by serving refreshments (purchased by FLAG) at some of the children's events organised by the Gallery and Museum and by attending various Gallery and Museum events.

### **Relations with the Staff**

Relations with Jeff Watkin, the Curators and other Staff are very cordial. We have found them to be unfailingly co-operative, appreciative and constructive in their dealings with us. We see them on an informal basis virtually every week during the Friday Focus, while one of the Curatorial Staff attends our Committee Meetings and our AGM. Our Senior Committee members also have regular six monthly meetings with Jeff Watkin and the Curators to discuss matters of interest. We considered it a great compliment when Victoria Slade, the Museum Curator, recommended us to Mid-Fed (the Federation of Midlands Museum Curators) as an example of a Friends organisation which is well run and which enjoys good relations with the Gallery and Museum. We were invited to give a presentation at a Mid-Fed in Stoke last October as part of a conference on fund raising.

## **FLAG's Programme**

Between October and April we arrange monthly talks in the evening on subjects likely to appeal to our members. In January we hold both an afternoon and an evening meeting. Typical topics include, art architecture, local history and costume. The Pump Rooms annexe became too small for these talks which are now held in the Dormer Conference Centre at St Peter's Church. In addition to our talks we offer 2 Study Mornings on a particular subject each year which are very popular. We have 2 sessions on Florence scheduled for early next year. Earlier this year we invited Louise Vaile, a conservator of works of art on paper to give 2 sessions for members. Our excursions to houses, churches, museums and gardens are always well supported.

## **How FLAG Raises Funds**

We keep basic subscription very low in the desire that nobody will be deterred from joining us through cost. We suggest a minimum of £7.00 per person p.a. and some members pay a little more. Evening meetings are self-financing and make a small profit. Excursions and Study Mornings provide a large part of our income. At the present time we have a healthy balance of over £14,000 in our current and savings accounts.

## **Communication**

We consider good communication is vital for both the smooth running of FLAG and for attracting new members. We send out Newsletters in August and January plus information sheets about our excursions which are delivered to our members in Spring. Our website is lively and attractive.

We also publish an informative leaflet, which is intended for prospective members and is available in the Gallery and Museum display stands. Members receive a printed card which outlines the programme of events and updates are made by email.

## **FLAG's Concerns**

At the moment we are keeping our membership numbers stable ... They have increased from those of a few years ago. Many of our members are active supporters with approximately one third taking part in excursions at any one time and a similar number taking part in the last Study Mornings and evening talks. Our main worry is the outcome of the review over the future of the Gallery and Museum. Our 2 councillors have been helpful and informative and we have, of course, spoken with Jeff Watkin but we would always welcome some reassurance from or contact with WDC officers over the matter. We would consider it to be an enormous loss to Warwick District if the Gallery and Museum were to be moved from its present site.

**Jeff Watkin** tells us that FLAG has worked with Leamington Spa Art Gallery & Museum (LSAG&M) for almost half a century and the relationship between the two bodies has never been better. Jeff says: "The list of payments over the last 12 months illustrates very clearly the type of activities to which FLAG has contributed financial assistance over the years. These typically include helping fund the purchase or conservation of exhibits, contributing to the cost of framing works or producing catalogues for exhibitions and paying for materials for volunteer groups such as NADFAS. FLAG has also contributed financially re refurbishment projects such as the redevelopment of the children's gallery (now called Haddie's Gallery) and refurbishment of the medical history displays. Members of FLAG also provide much appreciated 'help in kind' by providing and serving refreshments at events like Santa's Grotto and the Children's Art Competition. Equally importantly they have a great value to LSAG&M as a group within the local community, supporting our activities by attending events and promoting our activities through 'word of mouth'. The community engagement represented by FLAG is also understood and appreciated by funding bodies such as Arts Council England, the Heritage Lottery Fund and the Art

Fund, who are more likely to approve applications for grants where there is clear evidence of community support for LSAG&M's activities."

"The move from the old Art Gallery on Avenue Road to the Royal Pump Rooms in 1999 provided an opportunity to significantly extend the range and quality of the services provided by LSAG&M, which now attracts over 117,000 visitors each year ... the annual visitor figures to the building being around 500,000. The continuing support provided by FLAG is an important part of this success story."

It is clear from these two reports that there is an excellent working relationship between FLAG and Warwick District Council. FLAG's significant contribution over the years has been invaluable. They work quietly in the background but the results are impressive. They do not insist that their funding goes solely to glamorous, noteworthy acquisitions but instead they listen to the requests from WDC and support other important behind-the-scenes work such as conservation and framing for which there is no WDC budget. At FLAG's last committee meeting it was agreed to contribute £1,000 towards the Tessa Beaver exhibition and £2,000 towards frames for the forthcoming Terry Frost exhibition. This £2,000 will be for approximately 20 new frames, which will be used to display the very large Frost prints in the collection, which due to their size have not been photographed or displayed since they were acquired. The frames will be re-usable, so other large scale prints or posters could be displayed in them if desired. FLAG's contributions to the production of catalogues to accompany the excellent exhibitions which are held at the gallery, also help to promote the facilities and the area, as many visitors come from elsewhere and bring much needed revenue to Warwick District. . Any money left over from the purchase of the 20 frames for the Frost exhibition will go towards production of a book, which will include details of Frost's links with Leamington and will be published at the time of the exhibition. The book would continue to be sold on a long-term basis.

The two councillors who currently represent Warwick District Council on the Committee of FLAG have no hesitation in congratulating FLAG on their successful work and in thanking them for all they do. It is much appreciated.

**Cllr Eithne Goode and Cllr Jerry Weber October 2014**

## **South Warwickshire Foundation Trust Report – October 2014**

This has been a time of challenges for the hospital, with national targets to meet, and increasing demands on services. However, the dedicated staff at all levels under the excellent leadership of Glen Burley Chief Executive, have worked hard to make sure that patients get a high standard of treatment and patient surveys reflect a confidence in the Trust as a whole.

In my last report I referred to the possibility of this Foundation Trust working alone or with partners to take over the George Elliot Hospital in Nuneaton, which was struggling. However, the Nuneaton hospital decided to remain independent and pulled out of the negotiations. Personally, I had misgivings about this as I was concerned about stretching our resources too thinly if we had responsibility for a site with challenging circumstances, but it was annoying that resources had to be used to support the negotiations, the outcome of which was of no advantage to anyone! The business case to build a new hospital at Stratford was approved in February 2014. The first phase of this development will include the provision of cancer and ophthalmology services. This will be so welcome to patients in the Stratford area who will no longer have to travel to Warwick, and will relieve their resources to improve waiting times and improve the patient experience.

The new hospital will be built separately to the existing one in the same grounds, so that all current services can continue during the building process and the new hospital will be approximately twice the size of the existing one, to accommodate a growing population and to provide more services there. At the time of writing Stratford Town Council planning committee has raised objections, but we await the District Council's verdict in the near future. In fact by the time you receive this report Stratford's planning committee may have made a decision.

The building of the new three storey ward block at Warwick hospital has started and should be completed by November 2015 and the new office block on Lakin Road should soon be approved.

The Central England Rehabilitation Unit (CERU) is now a "Centre of Excellence" now that most of the work has been completed. This and a similar unit at Northwick Park in Middlesex are rated the best in the country for their work. The Community Emergency Response Team (CERT) is now established and working well to avoid unnecessary admissions to hospital with extended hours of working seven days a week. The Community Services contract which expired in April was extended for twelve months. It is hoped that SWFT will be able to keep this contract when a decision is made.

Eight priorities for quality improvement had been set for 2013/14. These were: to improve patient safety by implementing the safety thermometer and achieving 95% harm free care, to reduce the number of medication errors, improve the patient experience of food service, to improve systems to reduce mortality rates, fully implement frail elderly care pathway to include dementia screening and dementia sensitive services, to improve the timeliness of the discharge process for patients, implement an improved appointment process and put in place a new system for booking and co-ordinating Community Services. These were all achieved which is good news for us all!

Sometimes the hospital does not do as well as it would like and there have been two sad cases in Maternity, but these have been dealt with effectively and with

compassion. We can all learn from errors and take action to ensure that they do not happen again.

The hospital is being proactive in efforts to prevent the various infections that are so difficult to control with the number of people who visit hospitals and cause so much distress. As a result hospital infections are at an all time low.

South Warwickshire along with Luton and Dunstable were the only two hospitals that achieved the target for A & E performance for the second quarter this year for the Midlands and East region.

The Governors continue to be active on behalf of all residents. Events are put on regularly in various parts of the area to highlight innovations and topics of general interest, as well as the normal committee and board meetings which governors attend.

Graham Murrell has been reappointed as Chairman of the Trust for a further term of one year, and the process has started to appoint his successor. He has been an effective leader seeing the hospital through the process of becoming a Foundation Trust and becoming established as a successful and well respected organisation. It is most important that staff are happy and fulfilled in their work in order that patients get the best attention. It was therefore very encouraging that in a recent survey Staff at the Trust rated it as an excellent place to work.

**Councillor Mrs Felicity Bunker**

### **Warwick Town Centre Area Action Plan**

A 'Partnership' was formed in 2009 with the aim of preparing a plan for how Warwick town centre, and the way it is managed, should change and develop to tackle current problems and deliver a shared vision for what we want our town centre to be like in the future. The Committee comprised County, District and Town Councillors, together with officers from all three authorities, Warwick Chamber of Trade and The Warwick Society.

The original timetable was:- Spring 2010 Public Consultation on options, Winter 2010 WDC to publish a draft AAP for further public consultation, taking into account earlier responses, Spring 2011 submission with comments to the Government, and Summer 2011 tested in examination by an Inspector who would write a report setting out the Government's conclusions. In the winter of 2011 WDC was to adopt the AAP in accordance with the Inspector's report.

Following a number of meetings an initial consultation was carried out in March 2010 in order to consult the public on the realistic options available to address the key issues. In June 2010 a 20 page Report was issued by WDC on the Public Consultation and a Visioning Event held which was introduced by a facilitator. The vision agreed upon was, *"To make Warwick the best market town in Britain to live in, work in and visit by creating and effectively promoting a strong mix of attractions, businesses and public spaces that enhance the town's vitality and historic character."*

It was agreed that a Core Group would be set up to carry on and progress the work for the plan taking into account the responses to the original options and report back to the whole Partnership. As per recommendations in an Executive Report of 11<sup>th</sup> July 2012, WDC published a draft of the AAP for the final public consultation which was carried out in October and November 2012. The vision proposed was, *"To achieve economic and social success by building on Warwick's distinctive architectural and cultural strengths"*. An exhibition was taken to a series of venues throughout Warwick with officers and members of the Partnership engaging with people and encouraging them to ask questions and participate in the consultation.

Following the Public Consultation, at the last meeting of the Partnership on 13<sup>th</sup> May 2013 the consultation results were discussed and the Way Forward considered. Many recommendations included projects such as a footway through from Sainsburys to the Town Centre, improvements to Market Hall and St. Johns Museums to attract visitors and fulfil educational needs, making the Market Place a lively centrepiece, direct access from the Castle into the Town, better management of car parking, improvements to St. Mary's Church public area and also at Eastgate/Westgate, improving traffic flow and shopping area at St. Johns and so on. These schemes would have proved of considerable economic benefit to the Town but have progressed no further because the Partnership appears to have been brought to a halt. Added to this, the Local Plan's traffic assessment then appeared on the WDC website reporting that Warwick would carry far more traffic because of the new developments. This was in direct contradiction to the Warwick Town Centre Plan which stated that *"We will reduce through traffic not stopping in the town"*. The Minutes of the last meeting record the comment that, *"under the Local Plan, Warwick Town Centre will become a gyratory system. More traffic will result in the air quality deteriorating further. Air quality improvements are supported in the Town Centre Plan. The Town Centre Plan is negated by the present Local Plan proposals leaving the Partnership in a difficult position."*

Since that meeting there has been no further communication from WDC to the Partnership and members have been disgruntled that no meeting has been arranged since that time.

The costs of the exercise to date are £15,080 which include facilitator, printing of leaflets, questionnaires and glossy brochures, exhibition at various venues, advertising in press and '*Focus*' magazine, websites, window displays and boards. Staff hours have not been included in these costs and, together with attendance at meetings and events by members of the Partnership over the five years, add up to an enormous number of hours and resources.

**Councillor Mrs Linda Bromley**