

<b>Title</b>	Annual Feedback on Outside Appointments Lesley Dury, Democratic Services	
<b>For further information about this report please contact</b>		
<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Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?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>	3 November 2015	
<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	19.10.2016	Chris Elliott
Head of Service		
CMT		
Section 151 Officer		
Monitoring Officer	19.10.2016	Andrew Jones
Finance		
Portfolio Holder(s)		

**Consultation & Community Engagement**  
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 written by the Councillor(s) who represent this Council on that Outside Body (Appendix 1).
2. **Recommendation**
  - 2.1 That the Overview and Scrutiny Committee note the contents of the annual statement of work (Appendix 1).
  - 2.2 That the Overview and Scrutiny Committee decide whether any Councillors serving on Outside Bodies attend a future meeting to give further detail of the work of the Body and their involvement.
3. **Reasons for the Recommendation**
  - 3.1 It was agreed that each year, Councillors who serve on Outside Bodies should submit an annual statement of the work undertaken by the body they served upon and this should be submitted to the Overview and Scrutiny Committee.
4. **Policy Framework**
  - 4.1 **Policy Framework** - not applicable.
  - 4.2 **Fit for the Future** – This report allows the Overview and Scrutiny Committee to review the work undertaken by Councillors who sit on Outside Bodies and to scrutinise if this work helps to make the District a better place to live.
  - 4.3 **Impact Assessments** – This should set out the impacts of new or significant policy changes proposed in respect of Equalities. Reference can be made to an appendix which sets out the detail of the impacts
5. **Budgetary Framework**
  - 5.1 This report does not have any financial or budgetary implications for the Council.
6. **Risks**
  - 6.1 There are no risks associated with this report.
7. **Alternative Option(s) considered**
  - 7.1 No alternative options have been considered because this method to review the work undertaken by Outside Bodies was agreed by the Overview and Scrutiny Committee at its meeting on 10 September 2013.
8. **Background**
  - 8.1 In 2011, there was a review of outside appointments. As part of this review, it was agreed that each year all Councillors on outside bodies would be required to produce an annual statement on the work undertaken by the body. This would be made available to all Councillors electronically and could be requested

- to be presented to a Scrutiny Committee for consideration if a Member had concerns. This did not happen.
- 8.2 It was then agreed amongst Group Leaders that a report be brought to Scrutiny Committee each year which contains a simple update from each Councillor on their outside appointment.
- 8.3 Committee Services would coordinate this by requesting the information twice from the Councillor. If a response is not received following two requests a nil response will be recorded in the report.
- 8.4 It was agreed that November would be the appropriate time for the report to come to the Overview and Scrutiny Committee. This is the third year that the system has been implemented.
- 8.5 Council agreed the following criteria for appointing a Councillor to an outside body:
1. A body or partnership to which the Council provides significant financial contribution;
  2. An established Council partnership with agreements in place;
  3. A body or partnership to which the Council is obliged to appoint a Member;
  4. A body or partnership which relates to the management of an asset of the Council; or
  5. Appointments made at the discretion of the Council.
- 8.6 It should be noted that the outside appointments are made on a politically proportionate basis i.e. the numbers allocated are proportionate to the number of Councillors in each Group on the Council.
- 8.7 The original intention of the annual reports was to not only understand what was happening with the outside appointments but to also see if there were ones where the appointments could cease. The appointments where no contact has been received for over 12 months will now be contacted by the Democratic Services Manager and Deputy Monitoring Officer with a view to cancelling the appointment.
- 8.8 This year, following feedback from the Overview & Scrutiny Committee, it was agreed that Members would be given clearer guidance on what their reports should cover. On advice received from the Chairman of Overview & Scrutiny Committee, Councillors were provided a list of headings and were asked to use these headings as a basis for the information they should provide in their reports, but this was not mandatory. The headings were:
1. Short summary of the purpose of the outside body
  2. Number of meetings held during the 12 month period August 2015 to August 2016
  3. Your own attendance record in the same period
  4. Achievements of the Outside Body in this 12 month period
  5. Your personal involvement/contribution in/to these achievements and to the outside body as a whole; and
  6. How has this contributed to the District Council's vision for the community

**Appendix 1: Feedback from Councillor(s) who represent this Council on Outside Bodies**

**Executive appointments**

**Conservative  
Appointments**

<b>Warwickshire County Council - Supporting People Partnership (H&amp;PS Portfolio Holder)</b>	Cllr Phillips	This outside body no longer meets.
<b>Warwickshire Police &amp; Crime Panel (Health &amp; Community Protection Portfolio Holder)</b>	Cllr Grainger	<p>This Panel is tasked with the scrutiny and support of the work of the Police &amp; Crime Commissioner (PCC). The panel act as a critical friend in terms of the actions and decisions made by the PCC. The PCC is required to consult with the Panel on plans for policing, the precept and key appointments.</p> <p>The Portfolio Holder with responsibility for community safety in each of the district/boroughs sits upon the panel. There are 6 meetings per year and I have attended 4. These meetings are preceded by a members' only group where specific questions are prepared based on issues raised either by the Agenda or the crime figures. I am also on the sub group for the PCP looking at specific areas of the PCC plan. There has been a very useful member training session and I have attended the PCC Conference in Birmingham. With a new PCC now in place I feel personally in a better place to challenge delivery of our SWCP objectives as these have been fed into the new plans.</p>
<b>West Midlands Employers formerly West Midlands Councils and West Midlands Leaders Board</b>	Cllr Mobbs	The Leader attends occasional meetings as and when required and provides feedback to Councillors as appropriate
<b>Coventry and Warwickshire LEP (Including City Deals)</b>	Cllr Mobbs	The Leader attends all meetings and also sits on the Finance & Governance Group. The Leader provides regular feedback on the work of the LEP formally to the Overview & Scrutiny Committee and Council as well as informally to the Executive.

<p><b>Safer Warwickshire Partnership Board (Health &amp; Community Protection Portfolio Holder)</b></p>	<p>Cllr Grainger</p>	<p>This board is the statutory body for reducing crime, disorder and substance misuse in South Warwickshire. A portfolio holder under whose remit community safety sits must serve on the CSP. Councillor Heath also sits upon this Board. The Board meets at least 3 times per year but this can be increased as required depending on the workload of the board. I have attended 2 meetings. Our priorities remain unchanged however there is increased concern regarding the crime figures and these are being challenged. Our work with Street Marshals has been recognised as an example of best practice.</p>
<p><b>South Warwickshire Community Safety Partnership (Health &amp; Community Protection Portfolio Holder)</b></p>	<p>Cllr Grainger</p>	<p>This group is a statutory requirement under the Crime &amp; Disorder Act (1998) where there is a two-tier authority. The Portfolio Holder with responsibility for community safety in each district/borough is a member of the partnership. (No other district/borough Councillor is invited.)</p> <p>The group meets 4 times per year to receive the strategic assessments and priorities of the Community Safety Partnerships (four areas) in order to identify county priorities and produce a community safety agreement. I Have actively challenged the Chief Inspector on the police involvement is looking forward to service delivery with the increased housing numbers and also why the crime figures have not been favourable. I have attended 2 of the meetings. (Dates for all these meeting are set annually mainly by WCC so attendance is not always possible!)</p>

<p><b>Warwickshire County Council Health &amp; Wellbeing Board (Health &amp; Community Protection Portfolio Holder)</b></p>	<p>Cllr Grainger</p>	<p>The H&amp;WB is a multi-agency board (attendees from WCC, CCGs, NHS Trusts, Director of Public Health, Councillors from each of the Districts and Boroughs) to the examination and delivery of the health and wellbeing of the county residents. It covers health in all its forms from prevention through to end of life. There are 4 meetings held of the board, 3 formed Portfolio Holders group of the Health and Wellbeing Board (run by Public Health to brief District &amp; Borough Portfolio Holders prior to HWB meetings or more regularly depending on the current strategic needs). There have also been training events associated with the Board's activities. I have attended 4 HWBB, 2 Portfolio meeting and two, two day training development meetings</p> <p>The Health and Wellbeing Boards Annual Report is due to be published and this will outline the achievements of the board in detail, However I have championed the contribution made by WDC towards health delivery and there is a growing understanding of the contribution District/Boroughs can make to the overall Public Health delivery of the health objectives of our residents. HWBB will become even more important in monitoring the delivery and changes coming forward as the aligned Health Concordat with Coventry comes into effect as part of the 2020 vision of health delivery over this region, and may well see the two HWBB merging.</p>
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<b>Association of Retained Council Housing (ARCH) (H&amp;PS Portfolio Holder)</b>	Cllr Phillips
<p>The Council sits on the Board of the Association of Retained Council Housing (ARCH), the representatives being the Portfolio Holder for Housing and Property Services, Councillor Peter Phillips, and the Head of Housing and Property Services, Andy Thompson.</p> <p>In the past year, ARCH has been working with the Government and its members to assess the impact, propose improvements and understand the provisions of the Housing &amp; Planning Bill as it went through Parliament to become the Housing &amp; Planning Act. The Bill introduced many changes to national housing and planning policy, and ARCH was able to ensure that the retained sector's voice was heard. All the changes in the Act taken together, will require this Council, like others that are both landlords and strategic planning and housing authorities, to review its approach to managing its landlord role, and how it works with developers to make sure that a wide range of housing types and tenures, for households across the income scale, are built in the district.</p> <p>Of particular relevance is the funding by local housing authorities of the extension of the Right-to-Buy to housing association tenants and the introduction of the Pay-to-Stay policy for higher income households who rent a home from their local authority or a housing association. Warwick District Council has continued to be at the forefront of ARCH adopting a positive and creative response to the new policies, and with the complete change in the ministerial team in the recent reshuffle, ARCH continues to lobby ahead of the decisions on the detailed implementation of the regulations contained in the Act.</p> <p>ARCH continues to contribute positively on other matters affecting local government, such as the impact of the introduction of universal credit on tenant arrears.</p> <p>Warwick District Council has been chosen to host the 2016 ARCH Tenants Conference, which takes place this September. Invitations have been extended to the Portfolio Holder for Housing, the Head of Housing and Property Services and tenant representatives from the Council's Housing Advisory Group.</p>	

<b>Shakespeare's England</b>	Cllr Butler
Short summary of the purpose of the outside body:	Shakespeare's England (SE) is the official destination management organisation (DMO) for South Warwickshire and the surrounding areas. A not for profit membership organisation and a public private sector partnership, the role of the DMO is to promote the destination to encourage overnight stays in the area and increase the economic impact the visitor economy has on the local area. To give an indication of scale, currently Shakespeare's England Region welcomes 10.2 million guests each year, roughly 9 million day trippers and 1 million overnight guests. The value of these visitors to the local business turnover is estimated to be £632 million and helps support over 11,000 jobs.
Number of meetings held during the 12 month period August 2015 to August 2016:	There are four board meeting held each year usually in line with the quarterly Tourism Forums
Your own attendance record in the same period:	I was nominated to this company in May this year and since then there has been one meeting which I have attended.
Achievements of the Outside Body in this 12 month period:	<p>The past year has been one of significant change with the membership bands being restructured and reduced from 13 to 3 bands. This has reduced administration and increased income from the private sector members.</p> <p>SE has received a number of awards and recognition in the past year including</p> <ul style="list-style-type: none"> <li>• Stratford upon Avon – Britain's Favourite Historic Town (Landlove Magazine)</li> <li>• Top Place to visit 2016 - SUA Fodors (leading name in US travel for 80 years)</li> <li>• Best place to go in 2016 -SUA Frommers (Bestselling US Guidebook for 50 years)</li> <li>• Lonely Planet Best in Europe Awards – Warwickshire 6th out of 10 and the only place in UK mentioned</li> <li>• Best Creative Marketing Campaign Award - Coventry &amp; Warwickshire Tourism &amp; Leisure Awards 2016</li> </ul> <p>SE is represented on the following groups</p> <ul style="list-style-type: none"> <li>• CW LEP Culture &amp; Tourist Business Group</li> <li>• Member of CW LEP Champions</li> <li>• Moreton Morrell College Advisory Board</li> <li>• Board Observer – Strat&gt;forward (Stratford BID)</li> </ul>



	<ul style="list-style-type: none"><li>• Throughout the year SE has conducted a numbers of campaigns, attended consumer shows and events, hosted trade events &amp; familiarity visits and submitted a number of bids for grants to be used to promote the area. These are too numerous to be included this report but the CEO of SE is to present its half yearly report to the O&amp;S committee on 1<sup>st</sup> November which will go into these in more detail and set out plans for the forthcoming year.</li></ul>
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### Warwick District Council appointments

<b>Conservative Appointments</b>	
<b>Coventry Airport Consultative Committee</b>	Cllr Harrington
Short summary of the purpose of the outside body:	To provide Parish Council input & feedback for any airport operation concerns. Regular concern at aircraft operating late at night & early mornings.
Number of meetings held during the 12 month period August 2015 to August 2016:	2
Your own attendance record in the same period:	(I attended 1 of 2) Attended meeting on 12th Feb 2016. Meeting for 1st July cancelled on 30/06/2016, rescheduled to 15th July but on Holiday.
Achievements of the Outside Body in this 12 month period:	<p>Coventry Airport no longer requires any air passenger services but has offered WDC to continue the agreed night noise quota from the expired s106 agreement.</p> <p>The airport South Side is no longer part of the airport. West Atlantic Airlines will vacate Coventry Airport to East Midlands in 12-months, while Coventry Airport will look to replace this operator.</p> <p>Of three official complaints to the airport, two were linked to helicopter tourism overflying farmstead and the other Binley Woods due to weather conditions. There is no longer any official helicopter training flight school at Coventry.</p> <p>Warwickshire &amp; Northamptonshire Air Ambulance were to upgrade their helicopter which may be a quieter aircraft.</p> <p>General Aviation operations are continuing at Coventry with the airport advertising better facilities than other General Aviation aerodromes.</p> <p>Coventry's Executive Jet Centre was expecting new business from JLR and the new South Whitley technology park.</p>
Your personal involvement/contribution in/to these achievements and to the outside body as a whole:	General feedback to WDC & Parish Councils.
How has this contributed to the District Council's vision for the community?	Feedback to the Parish Councils. S106 agreement expired and discussed with Gary Fisher.

<b>Kenilworth Abbey Advisory Committee</b>	Cllr Cooke
Short summary of the purpose of the outside body:	The Group advises the Council on the condition and upkeep of the Abbey which is owned by WDC and is situated in the Abbey Fields. The Abbey Barn houses a museum which is open to the public a number of days in the year as well as the remains of the gatehouse situated within St Nicholas Churchyard.
Number of meetings held during the 12 month period August 2015 to August 2016:	Since the last report in early October 2015 the Committee has met as a full committee on three occasions, 20 <sup>th</sup> October 2015, 22 <sup>nd</sup> January 2016 & 13 <sup>th</sup> May 2016.
Your own attendance record in the same period:	Regrettably, I have only attended one meeting in January 2016 at Jubilee House.
Achievements of the Outside Body in this 12 month period:	<p>During the year the Abbey Advisory Committee has reported and sought repairs to the roof of the Abbey Gatehouse and this has been done.</p> <p>The Committee has also transferred with the District Councils permission, some stones that were contained in the Abbey Gatehouse to the wooden pavilion in the Abbey Fields. This is a temporary solution whilst more tidying work is done inside the gatehouse in preparation for its partial restoration.</p> <p>The Harry Sunley Memorial Fund continues to raise funds for the Gatehouse restoration project and for the installation of a mezzanine floor to display some of the valuable artefacts.</p> <p>A copy of The Dictum of Kenilworth has been displayed there recently following the recent 750<sup>th</sup> Celebrations of the Siege of Kenilworth.</p> <p>The group is also taking part in the Kenilworth Neighbourhood Plan Consultation process.</p> <p>The next meeting is on Friday 14<sup>th</sup> October in the Abbey Barn.</p>
Your personal involvement/contribution in/to these achievements and to the outside body as a whole:	<p>The Committee also had several meetings concerning the Lease between WDC and the Abbey Barn and whether the works being proposed at the Gatehouse could be added to the lease.</p> <p>I facilitated a meeting between the WDC Estates Manager, Mr Makasis, and the Committee which was successful.</p>

<b>Kenilworth Town Centre Partnership</b>	Cllr Coker	
Short summary of the purpose of the outside body and number of meetings held during the 12 month period August 2015 to August 2016:	<p>This body is a partnership between the County District and Town Councils, the Chamber of Trade, Kenilworth Castle, University of Warwick and various other bodies within the Town with a view to promoting the Town in general and the Centre in particular.</p> <p>It meets on an ad hoc basis but meetings are held at least once per quarter and these increase to suit what is actually happening at any particular time e.g. Foodie Fortnight, the Siege etc.</p> <p>It also has an Executive Board of a Chairman, and two Vice Chairmen plus the Chairman of the Chamber .One of the Vice Chairmen is a political appointee and I hold that role. This board again meets at least once per quarter and also on an ad hoc basis .There are also several Working groups who look at the promotion of various aspects of the Partnerships overall remit.</p>	
Your own attendance record in the same period:	As far as I am aware I have attended the vast majority of the meetings of the whole partnership and the board but I have not kept a record	
Achievements of the Outside Body in this 12 month period:	<p>The partnership has until now had the benefit of the assistance of a Town Centre Manager which has been invaluable and has led to the partnerships success. This had resulted in improved footfall and fewer empty shops together with some very successful events such as the recent and continuing Siege celebrations which promote the Town as a destination. Further the provision of a regular newsletter keeps the Town Centre community and many others involved in the Town. Kenilworth is not big enough to host a BID but the KTCP with the help of a Town Centre Manager has produced a good results.</p> <p>My colleagues on the partnership are very concerned that the new arrangements which have removed a nominated resident Town Centre manager will lead to the Partnership being far less effective. I am very concerned that their voluntary interest will flag and possibly disappear.</p>	
<b>LGA District Councils' Network</b>	Cllr Mobbs	The Leader receives and shares these as appropriate updates but does not currently attend any meetings.

We have had elections this year for governors to the hospital. It was sad to say goodbye to those who did not seek re-election, including Michael Coker, but important to thank them most sincerely for all their hard work, as it is much appreciated. We wish them well. We welcomed six new elected governors and five new staff governors. They all seem to be settling in well and I hope they are enjoying all the new learning.

The Trust is working very hard to put their patients first. It is well known that people prefer to be in their own homes rather than in a hospital, so they are working hard to provide the backup to enable patients to return home as quickly as possible but with support from the Community team to ensure that this can be achieved.

We were pleased to see the new wards officially opened at Warwick on the 7<sup>th</sup> March 2016 by the Warwick and Leamington MP Mr. Chris White. These are primarily orthopaedic beds with one ward intended to have amenity beds. This is to provide income and to allow patients who wish to, to have upgraded facilities. However, when required all beds will be available to those who require them without extra charges.

Work is progressing well at Stratford with the new hospital due to open in the Spring of 2017. The Stratford Cancer and Eye Hospital Appeal has now raised £750 000 of the target of £1 million, so three quarters of the way there!

We have interviewed and appointed two new Non-Executive Directors. I believe we have a very good team in place and it is part of the governors' role to work with our non-executive directors who are officially our link with the Directors of the trust.

For the seventh successive year the hospital has been named as a "Top 40 Hospital" and our Accident and Emergency Department has been hailed as being "exemplary" after continuously beating the national standard of treating 95% of emergency patients within four hours.

This has not been without incurring costs, but in order to provide safe effective care for our patients twenty four hours a day and seven days a week it has been necessary to reimburse our consultants to make this possible.

Our Chief Executive, Glen Burley has been asked to oversee the running of the Midlands and East region's A & E Improvement Plan which will see him offer advice, direction and mentor staff to help them deliver a better service. We are very lucky to have him at the helm!

Unfortunately, we are still experiencing problems with our appointment booking system, which is causing some frustration for our staff who are working hard to get this working properly.

In March this year the Trust had a CQC inspection for which their report has just been published (end August 2016). The Care Quality Commission found many areas of outstanding practice. The Central England Rehabilitation Hospital was praised for the services they offer to patients who have suffered brain injuries. They were also impressed by the work of the Community Nursing team in supporting diabetic patients to manage their condition. This has also been recognised by Diabetics UK. The A & E Team were rated 'outstanding' for their effectiveness, which earned our community service area overall 'good'

Other area of acute services that received 'good' included urgent and emergency services, surgery, critical care and children and young people services. Staff satisfaction, A&E performance and the Trust's clear vision to provide high quality, clinically and cost effective NHS healthcare services that meet the needs of the population we serve.

Work was needed relating to some specific training for safeguarding, the mental health capacity act and risk assessments linked to bed rails. These have all been addressed since the inspection. The Trust has requested further guidance on End of Life elements of the report.

It was very disappointing, that despite all the praise for good practice, the overall rating for the Trust was "requires improvement" which is contrary to many other national indicators that place us in the top 20% in the country. The Trust is appealing the overall rating or asking for an early re-inspection.

<b>Warwick Town Centre Management Group</b>	Cllr Butler
<p>I was nominated to this Group in May this year and since then there has been no meetings. From investigation it appears there were two or three meetings over the past year and while titled a 'Management Group' it mainly reviewed past and future events in the Town organised by the events and economic officers. Its efficiency also suffered from a number of people who were not members just turning up to the meetings.</p> <p>These issues are being addressed by the WDC events team and the Chairman of the Warwick Town Council Economic &amp; Tourism Committee. The invitation list is being reviewed to ensure the appropriate people serve on the group. The Group will meet either quarterly or bi-monthly and will be chaired by a private sector member. The initial plan is to deliver a few key deliverables from the current action plan and then work on a revised plan for 2017.</p>	

<b>Warwickshire County Council – Adult Social Care and Health Overview &amp; Scrutiny Committee</b>	Cllr Mrs Redford
Short summary of the purpose of the outside body:	This committee reviews and scrutinises the provision of public services in Warwickshire relating to adult social care services, including social care to older people and people with disabilities, policies and services for safeguarding adults and any matter relating to the planning provision and operation of health services for adults and children in Warwickshire.
Number of meetings held during the 12 month period August 2015 to August 2016:	There have been approximately 11 meetings of the Adult Social Care Overview and Scrutiny committee at Shire Hall and 2 workshops.
Your own attendance record in the same period:	As the representative of WDC I have attended 57% of the committee meetings and both workshops.

Achievements of the Outside Body in this 12 month period:	The committee meetings cover a wide variety of issues within the remit of Adult Social Care. We have looked at Care Homes and improvements to the way that underperforming homes and care provided are monitored. The committee have looked at the impact of closing a drop in Centre at Nuneaton, the response time of the West Midlands Ambulance Service, housing for vulnerable people, improving hospital discharge and care plans. The committee have received updates from Warwickshire Health Watch. Many of the areas covered are monitored and will be revisited at future dates.
How has this contributed to the District Council's vision for the community?	All the local District Council are represented on the Adult Social Care Committee and their input is a valuable resource of local information.

<b>HS2</b>	Cllr Illingworth
Short summary of the purpose of the outside body:	At the current stage with HS2 this has been more of an internal focus working with Debbie Prince.
Number of meetings held during the 12 month period August 2015 to August 2016:	There have been a number of internal meetings during the year with our officers, portfolio holder and other relevant councillors discussing and resolving issues to do with petitioning and planning in preparation for the next stage of the project should it receive Royal Assent. It is also possible that co-operation and liaison through 51M may resume as the petitioning process is almost exhausted.
Your own attendance record in the same period:	I have attended at least 5 meetings during the year including 2 held at WCC to discuss traffic issues during the construction period. In addition there have been a number of telephone calls and emails to and from Debbie Prince sorting issues out. I have also attended a couple of parish meetings where I have been specifically invited to cover HS2 matters.
Achievements of the Outside Body in this 12 month period:	WDC has made various decisions during the year such as not petitioning the House of Lords (a wise decision!), becoming a Qualified Authority for HS2 Planning and making preparations to deal with the large number of detailed planning applications expected.
Your personal involvement/contribution in/to these achievements and to the outside body as a whole:	I trust I have contributed to the achievements in the last 12 months.
How has this contributed to the District Council's vision for the community?	Our concerns now must be the potential impact on the residents and businesses of this District when the long construction period starts. We must work with WCC and other interested bodies to liaise with HS2 and their contractors to anticipate, mitigate and minimise any adverse effects.

<b>Warwickshire Waste Management Forum</b>	Cllr Shilton	Nil Response
<b>National Association of Councillors</b>	Cllr Coker	I regret that I have not attended any of the meetings of the Association during the year as all are held well away from the District and I have not been able to fit them into my diary.
<b>Birmingham Airport Consultative Committee</b>	Cllr Illingworth	
Short summary of the purpose of the outside body:	To establish a link between the Airport Company and communities affected by it.	
Number of meetings held during the 12 month period August 2015 to August 2016:	Four meetings were held in the year.	
Your own attendance record in the same period:	Three; I missed one because it clashed with a WDC Licensing and Regulatory Committee which I chair.	
Achievements of the Outside Body in this 12 month period:	The 30-strong Committee has received various briefings and addressed a number of issues including changes to flight paths following the runway extension, roof repair and replacement on houses in Marston Green, ground running noises issues, changes necessary in security systems, investment in baggage handling. A strong message has been the commercial success of the airport with the growth of airlines, routes and subsequent passenger numbers.	
Your personal involvement/contribution in/to these achievements and to the outside body as a whole:	I have asked several questions and also raised some issues outside the meetings. The problems of noise and low flying are obviously much more serious in communities next to or closer to the Airport and not surprisingly they have much to comment on. I have reported to both Burton Green Parish Council and to Kenilworth Town Council which are the two areas most affected by aircraft movements and I have taken up specific queries and complaints raised by the public.	
How has this contributed to the District Council's vision for the community?	The changes in routes and aircraft size following the runway extension have meant that aircraft have been an issue for our residents more this year than in the past. I do not feel that the quality of life for people in Warwick District has been too adversely affected however it is useful to have this direct link to senior executives at the Airport so that explanations can be given and issues explored.	



<b>Bid Leamington Board</b>	Cllr Miss Grainger
Short summary of the purpose of the outside body:	Leamington Business Improvement District (BID) is a business-led and controlled partnership the Town Centre. Its purpose is to create a successfully promoted, economically sound, safe, attractive and well-managed Town Centre for visitors, customers, businesses, employees and investors.
Number of meetings held during the 12 month period August 2015 to August 2016:	The board meets quarterly so we have had 4 meetings. There are also 2 open meetings which are for all members to attend and to hear what the Bid had been up to.
Your own attendance record in the same period:	I have attended all but one board meeting and both open meetings.
Achievements of the Outside Body in this 12 month period:	<p>Christmas lantern parade - as well as workshops to make the lanterns</p> <p>Christmas parking Angels - to promote good parking</p> <p>Golden ticket - to promote independent shopping over the Christmas period</p> <p>Regular little book of offers - to boost footfall into town centre</p> <p>Launch of Leamington Wi-Fi - south parade Wi-Fi with aid off WCC - gives true footfall number for visitors to the town centre - also monitors where they have visited from and how often</p> <p>Leamington food festival - over 25000 visitors over the weekend</p>
Your personal involvement/contribution in/to these achievements and to the outside body as a whole:	<p>Added input of my own retail knowledge to promotional ideas</p> <p>Aided with liaisons between council officers and the Bid officers</p>
How has this contributed to the District Council's vision for the community?	The Bid is aimed at boosting the business's community of the town centre. It is well respected and serves them well. This in turn allows for local residents to benefit from a vibrant town and safe town centre. Therefore the Bid is vital to our local community both as consumers and business alike.

<b>Chase Meadow Community Centre</b>	Cllr Butler
<p>This company was set up to manage the Chase Meadow Community Centre. The Board of Directors consist of representatives from Warwick District Council (WDC), St Michael's Church, Budbrooke and the Chase Meadow Community Centre (CMCC). I am the appointed representative for WDC.</p> <p>The board is constituted in this way to ensure the interests of all three parties remain adequately protected which in broad terms means: -</p> <ul style="list-style-type: none"> <li>• WDC as landlord of the building has an active interest</li> <li>• The Church has some influence given the funds they contributed to the building</li> <li>• CMCC has shared responsibility to run the building</li> </ul> <p>CMCC are responsible for the day to day activities in the building so the CMCP has had three meetings over the past year of which I attended one. One I missed was because I was missed off the meeting invitation.</p> <p>The main objectives during the past year have been to put in place documented governance arrangements and to open a separate bank account to hold the sinking fund that the company is accumulating to cover ongoing maintenance to the building. My experience of Trust Law and Corporate Banking has contributed to the successful conclusion of both of these objectives</p>	

<b>LGA Rural Services Network</b>	Cllr Harrington	Councillor Harrington informs the Committee that he is not the appointed representative for this Outside Body. The Council needs to appoint a Councillor to it.
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<b>Armed Forces Community Covenant Champion</b>	Cllr Illingworth
Short summary of the purpose of the outside body:	This not a specific Outside Body but a role working with Bernie Allen dealing with the implementation of the Armed Forces Community Covenant within the District Council
Number of meetings held during the 12 month period August 2015 to August 2016:	There is no specific meeting timetable
Your own attendance record in the same period:	<p>I was only appointed in May but in the period I have attended:</p> <ul style="list-style-type: none"> <li>a. a County-wide meeting at Warwickshire County Council</li> <li>b. a Conference on the Covenant held at a Coventry Reserve Forces Centre</li> <li>c. hoisting of the Armed Forces flag at the Town Hall</li> <li>d. meeting with officers to discuss our actions relating to housing (see 7 below)</li> </ul>
Achievements of the Outside Body in this 12	The Conference in particular raised the profile among a large audience led by the

month period:	Lord Mayor of Coventry. I am delighted that Bernie Allen played a part in organising it.	
Your personal involvement/contribution in/to these achievements and to the outside body as a whole:	I have contacted all WDC councillors to make them aware of my possible help in any issues affecting service or ex-service men and women. I contributed at the WCC meeting and spoke to a number of people at the Coventry Conference to exchange ideas.	
How has this contributed to the District Council's vision for the community?	<p>My discussions with Housing Department covered three areas where WDC has responsibilities and I am keen to ensure that we are fulfilling our obligations having signed up to the Covenant:</p> <ul style="list-style-type: none"> <li>a. Assisting and signposting homeless and rough-sleeping ex-service personnel</li> <li>b. Ensuring the relevant priority for ex-service personnel seeking housing</li> <li>c. Adapting any housing for the needs of ex-service disabled personnel</li> </ul>	
<b>National Parking Adjudication Service (PATROL)</b>	Cllr Shilton	Nil Response

## Warwick District Council appointments

### Labour Appointments

#### Warwick District Mobility

Vacancy

#### Warwick District Citizens' Advice Bureau

Cllr Quinney

The Annual report will be presented to the AGM on Tuesday 8<sup>th</sup> November at 1400 in Pageant House Warwick and gives a great deal of further detail on activities and progress made in the last year. It will be available shortly on the CAB website <http://cableamington.org.uk/> where all the latest news about the organisation is posted.

Some headlines from the last year 2015/6 are:

- national change of name to Citizen's Advice, dropping the Bureau
- financial performance was good with over £30k put to reserves and it continues into this year...however
  - o this has been partly due to delays in recruiting staff and
  - o a large pension deficit remains (being managed through the County)
- finding enough volunteers is becoming more challenging – CA employs 10/12 staff but relies very largely on its 70 highly trained volunteers
- quality of advice achieved by Warwick CA is in top 3% of CA performance
- sessions are now being held weekly at community hubs
- 4500 enquiries received from over 3800 clients in the year
- sharp rise in clients who are disabled or who have long-term health problems
- most common issues remain debt and welfare

Following the retirement of the Manager at Stratford CA, a proposal to merge Warwick and Stratford, supported by WCC, has been gathering momentum over the last 12 months. The merger should give the new organisation the adequate management strength and resilience for winning and managing contracts even more successfully in what is an increasingly demanding environment.

If all goes to plan the merger should be completed by April 2017. At that time the new Board will be reconstituted without Board members nominated by funding bodies such as WDC, like myself. This is in line with normal practice across the CA network.

**Warwick District Council appointments  
Whitnash Residents Association**

<b>South Warwickshire Plato Trust</b>	Cllr Mrs Falp
Short summary of the purpose of the outside body:	<p>The South Warwickshire Plato Trust is a charitable organisation providing housing for people who have suffered 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 so to assist with their recovery. In 1982 the Plato Trust was founded providing much the same service as the South Warwickshire Group Homes. The two organisations worked closely together until 2001 and then merged to become the South Warwickshire Plato Trust.</p> <p>The trust has a range of accommodation leased from the County and District Councils and the trust has also purchased properties recently. They operate 9 houses and 13 single person's flats providing 45 places. The organisation works closely with Warwickshire County Council, Warwick and Stratford District Councils and Warwickshire N.H.S. Trust.</p> <p>The current cost of renting a property is £145 a week and this includes the cost of gas, electric and water, communal telephones and T.V licences. Many of the residents have complex needs and they are assisted by other agencies to address these needs.</p> <p>The trust is well managed. There are just two staff members who do a fantastic job often with difficult situations to manage. Any complaints are quickly and carefully managed and the accommodation is maintained to a good standard.</p>
Number of meetings held during the 12 month period August 2015 to August 2016 and your own attendance record in the same period:	I represent Warwick District at the Management meetings of the Trust. There were seven meeting last year. I attended five of the seven, missing one recovering from an operation and the other having to attend a meeting at the District Council. Meeting are held early evenings on a Monday.
Your personal involvement/contribution in/to these achievements and to the outside body as a whole:	I try to provide a link and contact details for Warwick District staff should it be needed and updates on any policies that could affect the Trust.

**Warwick District Council appointments**  
**Appointments by one or more Groups**

<b>Friends of Leamington Art Gallery</b>	Cllr Naimo (Lab) Cllr Day (Con)	
Short summary of the purpose of the outside body:	Friends of Leamington Art Gallery are a group that promotes & supports our local art gallery. During the winter, the Friends of organisation arrange monthly talks on various art themes, and in the summer months take regular bus 'excursions' to other art galleries and sites of interest around the country. The excursions in particular are extremely popular and quite often sell out!	
Number of meetings held during the 12 month period August 2015 to August 2016:	They meet approximately 3 times a year	
Your own attendance record in the same period:	Unfortunately, both Cllrs appointed to this organisation have struggled to make many FLAG meetings due to clashes with other Council meetings and commitments and have both only attended 1 meeting in 18 months.	
Achievements of the Outside Body in this 12 month period:	They produce 2 newsletters a year. Through their membership and fundraising efforts they have purchased several items for the Leamington Art Gallery & museum over the years. They were formed in 1967 - so next year they are celebrating their 50th anniversary. The committee is working towards a celebration of some sort.	
Your personal involvement/contribution in/to these achievements and to the outside body as a whole:	Whilst both supporting the aims of FLAG, both Cllrs on the committee have raised the question as to whether two Councillors on one committee is a good allocation of Council resources. There are already officer representatives from the Art Gallery & Museum who attend meetings regularly. Perhaps this should be reconsidered in the review of Outside Body appointments this year.	
<b>Hill Close Gardens Trust</b>	Councillor Ashford (Con) Councillor Bromley (Lab)	Nil Response