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|  | | AGENDA ITEM NO. | |
| Report Cover Sheet | | | |
| Name of Meeting: | | Planning Committee | |
| | | 19 June 2007 | |
| Report Title: | | Warwick District Towns Conservation Area Advisory Forum | |
| Summary of report: | | To seek permission to invite two additional members to attend the Conservation Area Advisory Forum. | |
| For Further Information Please Contact (report author): | | Alan Mayes, Principal Architect/Planner Planning & Engineering | |
| Would the recommended decision be contrary to the Policy Framework: | | No | |
| Would the recommended decision be contrary to the Budgetary framework: | | No | |
| Wards of the District directly affected by this decision: | | Leamington Spa, Warwick, Kenilworth, Whitnash | |
| Key Decision? | | Yes | |
| Included within the Forward Plan? | | No | |
| Is the report Private & Confidential | | No | |
| Background Papers: | | Conservation Area Advisory Forum File | |
| Consultation Undertaken | | | |
| Below is a table of the Council's regular consultees. However not all have to be consulted on every matter and if there was no obligation to consult with a specific consultee they will be marked as n/a. | | | |
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| Consultees | Yes/ No | Who | |
| Other Committees | n/a | | |
| Ward Councillors | n/a | | |
| Portfolio Holders | Yes | | |
| Other Councillors | n/a | | |
| Warwick District Council recognised Trades Unions | n/a | | |
| Other Warwick District Council Service Areas | n/a | | |
| Project partners | n/a | | |
| Parish/Town Council | n/a | | |
| Highways Authority | n/a | | |
| Residents | n/a | | |
| Citizens Panel | n/a | | |
| Other consultees | n/a | | |
| | | | |

Officer Approval

With regard to officer approval all reports must be approved by the report authors relevant director, Finance Services and Legal Services.

| Officer Approval | Date | Name |
|---|-------------|----------------|
| Relevant Director(s) | 17 May 2007 | Craig Anderson |
| Chief Executive | | |
| CMT | | |
| Section 151 Officer | | |
| Legal | | |
| Finance | | |
| | | |
| Final Decision? | | Yes/ No |
| Suggested next steps (if not final decision please set out below) | | |

1. RECOMMENDATION(S)

- 1.1 That Planning Committee agree to the constitution of the Warwick Towns Conservation Area Advisory Forum being changed to include the invitation of a representative from the Warwickshire Gardens Trust and a representative from the Twentieth Century Society.

2. REASON(S) FOR THE RECOMMENDATION(S)

- 2.1 Warwick District Towns Conservation Area Advisory Forum was established to include all four towns approximately four years ago.
- 2.2 Each year a review is carried out of the functioning of the Conservation Area Advisory Forum which is submitted to the Environment Scrutiny Committee. As part of the review process, consideration is given to the current composition of the Conservation Area Advisory Forum. The Forum currently consists of four Elected Members, (from which a Chairman is appointed), together with representatives of the Leamington Society, Warwick Society, Kenilworth Society, Whitnash Society, the Central Leamington Residents Association, the Chambers of Trade from Warwick, Leamington and Kenilworth, the Royal Institute of British Architects, the Royal Institute of Chartered Surveyors, the Ancient Monuments Society, the Victorian Society and the Georgian Group.
- 2.3 This composition provides a wide spectrum of expertise. However, during the 2006/7 annual review process, it was felt that representation from the Warwickshire Gardens Trust would provide additional expertise for the group in particular where applications are considered which relate to historic gardens. It was also felt that additional expertise could be provided by a member of the Twentieth Century Society, in particular where applications relate to Twentieth Century buildings. It was therefore recommended in the 2006/7 Annual Review that invitations be made to the Warwickshire Gardens Trust and the Twentieth Century Society to provide one representative each to sit on the Conservation Area Advisory Forum. As this would result in a change to the constitution of the Forum, committee approval is required.

3. ALTERNATIVE OPTION(S) CONSIDERED

- 3.1 To continue without the additional membership could result in expertise in the specific fields already outlined not being readily available to the Forum.

4. BUDGETARY FRAMEWORK

- 4.1 No major budgetary implications. The additional two members would need to be supplied with agendas and paperwork at each meeting.

5. POLICY FRAMEWORK

- 5.1 The continuation and servicing of the Conservation Area Advisory Forum is in line with the recommendations of the Planning (Listed Buildings and Conservation Area Act) 1990 and Planning Policy Guidance Note 15 (the Historic Environment). This is also a major form of Public Consultation as part of the Democratic working of the Planning system.