

# Health Scrutiny Sub-Committee

Wednesday 24 August 2016

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A meeting of the above Sub-Committee will be held at the Town Hall, Royal Leamington Spa on Wednesday 24 August 2016 at 6.00pm.

Membership: Councillor Parkins (Chairman); Councillors D'Arcy, Edgington, and Mrs Redford.

Co-opted Membership: Councillors Mrs Falp, Mrs Knight and Quinney.

## Emergency Procedure

At the commencement of the meeting, the Chairman will announce the emergency procedure for the Town Hall.

## Agenda

### 1. Apologies and Substitutes

- (a) to receive apologies for absence from any Councillor who is unable to attend; and
- (b) 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. **Minutes**

To confirm the minutes of the Health Scrutiny Sub-Committee meeting held on 5 July 2016. **(Item 3/Page 1)**

4. **WDC response to the Sport England "Towards an Active Nation"**

To consider a report from Cultural Services. **(Item 4/Page 1)**

5. **Green Spaces/Friends of the Parks & the "Walking Scheme"**

To consider a verbal report from Neighbourhood Services.

6. **Dementia Friendly Communities**

To consider a report from Health & Community Protection. **(To follow)**

7. **Review of Smoking Policy and updated figures**

To consider a verbal report from Health & Community Protection.

8. **Health Strategy Update**

To receive a verbal report from the Head of Health & Community Protection.

9. **Review of the Work Programme and Forward Plan**

To consider a report from Democratic Services. **(Item 9/Page 1)**

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For enquiries about specific reports, please contact the Case Officer named in the reports.

You can e-mail the members of this Committee at

[HealthScrutinySC@warwickdc.gov.uk](mailto:HealthScrutinySC@warwickdc.gov.uk)

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(01926) 456114.

# Health Scrutiny Sub-Committee

Minutes of the meeting held on Tuesday 5 July 2016 at the Town Hall, Royal Leamington Spa at 6.00 pm.

**Present:** Councillors D'Arcy, Parkins and Mrs Redford.

**Also Present:** Councillors Grainger and Quinney.

## 1. **Apologies and Substitutes**

Apologies for absence were received from Councillors Edgington, Mrs Falp and Mrs Knight. There were no substitutes.

## 2. **Appointment of Chair**

It was moved by Councillor D'Arcy, and duly seconded that Councillor Parkins be appointed Chair of Health Scrutiny Sub-Committee.

**Resolved** that Councillor Parkins be elected Chair of Warwick District Council's Health Scrutiny Sub-Committee for the municipal year 2016/17.

## 3. **Co-option of Councillors onto the Sub-Committee**

It was moved by Councillor Mrs Redford, and duly seconded that Councillor Mrs Falp be co-opted onto the Health Scrutiny Sub-Committee.

**Resolved** that Councillor Mrs Falp be co-opted onto Warwick District Council's Health Scrutiny Sub-Committee for the municipal year 2016/17.

It was moved by Councillor Parkins, and duly seconded that Councillor Mrs Knight be co-opted onto the Health Scrutiny Sub-Committee.

**Resolved** that Councillor Mrs Knight be co-opted onto Warwick District Council's Health Scrutiny Sub-Committee for the municipal year 2016/17.

It was moved by Councillor D'Arcy, and duly seconded that Councillor Quinney be co-opted onto the Health Scrutiny Sub-Committee.

**Resolved** that Councillor Quinney be co-opted onto Warwick District Council's Health Scrutiny Sub-Committee for the municipal year 2016/17.

## 4. **Declarations of Interest**

There were no declarations of interest.

## 5. **Minutes**

The minutes of the meeting held on 16 March 2016 were taken as read and signed by the Chairman as a correct record.

## **HEALTH SCRUTINY SUB-COMMITTEE MINUTES (Continued)**

### **6. Review of the Work Programme**

The Sub-Committee considered its work programme for 2016.

**Resolved** that:

- (1) an update from the Peer Review be given on 24 August 2016;
- (2) the Sub-Committee starts work on a report on the Sub-Committee's work and future for Overview and Scrutiny Committee;
- (3) a report on the Housing Assessment Team including Disabled Facilities Grants be delivered on 22 November 2016;
- (4) the use of S106/Community Infrastructure Levy monies for Health and Wellbeing projects be prioritised when the rules for CIL have been defined;
- (5) the "Walking Scheme" be tied into the report from Neighbourhood Services on Green Spaces and Friends of the Parks. How this affects mental health should be covered;
- (6) officers should review whether the policy on smoking and E-cigarettes has changed since it was implemented. If it has not, then the item to review the updated figures and review the policy can be deleted from the Work Programme;
- (7) Neighbourhood Services should be asked to speak about bulk collection and fly tipping; and
- (8) officers from Health and Community Protection and Committee Services should examine the Work Programme and set dates against some of the reports which do not have dates set.

### **7. Staff Occupational Safety and Health Training**

The Sub-Committee considered a report from Health and Community Protection which summarised the Health and Safety training, under the Institution of Occupational Safety and Health (IOSH) that had been provided to staff.

The Corporate Health and Safety Coordinator informed Members that the Council had been running IOSH training since December 2015, and this has been primarily targeted at managers and team leaders. So far 21 members of staff had completed the training, and a further ten were part way through the course.

## **HEALTH SCRUTINY SUB-COMMITTEE MINUTES (Continued)**

The training remained current for three years and there was now the opportunity for trained staff to attend one day refresher courses when necessary.

The Council used a software package called "AssessNet" to hold all records relating to health and safety, including logging any accidents or incidents. This database enabled training to be targeted. The previous system had been paper-based and this had been inefficient in spotting trends.

Members asked if it might be possible in future reports to use AssessNet to monitor stress in relation to management styles.

**Resolved** that the report be noted.

### **8. Dementia Friendly Communities**

This report was deferred to August 2016.

### **9. "Skip n Chip"/"Dump your Junk" – a proactive community engagement approach to fly tipping and providing advice and support to residents**

The Sub-Committee considered a report from Health and Community Protection which gave details of an initiative run by the Community Partnership Team in conjunction with Orbit, Heart of England in the Brunswick and Leam wards.

Orbit had run very successful "Skip n Chip" days in hotspot areas in Coventry to address ongoing issues with fly tipping. They had a bulk refuse amnesty and a skip or van was provided for the day. Housing staff and other services were on hand to talk to people about any issues.

Following a survey of Brunswick tenants, this initiative was tested on 29 March and had proven very successful. Another event was now planned in July under the banner "Keep Sydenham Clean". Further events in hotspots were also being considered.

Members were interested to know whether the events would prove cost-effective in the battle against removing and dealing with fly tipping. They suggested that the Council should consider building in "freecycling" on the basis that one person's junk is another's treasure. Once the initiative had been trialled, a decision would be made on whether to continue with it on a long-term basis.

Members also suggested that the Council might wish to consider trouble hotspots where residents did not have access to transport. A model used abroad where waste containers were located at key points in the streets was suggested.

It was noted that the pilot had been aimed at tenants, leading to a suggestion that it could be opened up to private homeowners where fly tipping was an issue.


**Resolved** that the report be noted.

## **HEALTH SCRUTINY SUB-COMMITTEE MINUTES (Continued)**

### **10. Health Strategy Update**

This report was deferred to August 2016.

(The meeting finished at 6.47 pm)

 <b>Health and Wellbeing Sub Committee</b> <b>24<sup>th</sup> August 2016</b>		<b>Agenda Item No.</b> <div style="font-size: 2em; text-align: center;"><b>4</b></div>
<b>Title</b>	WDC response to the Sport England "Towards an Active Nation"	
<b>For further information about this report please contact</b>	Rose Winship Tel: 01926 456223 Email: <a href="mailto:rose.winship@warwickdc.gov.uk">rose.winship@warwickdc.gov.uk</a>	
<b>Wards of the District directly affected</b>	All wards	
<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>	N/A	
<b>Background Papers</b>	None	

<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

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive		Bill Hunt
Head of Service		Rose Winship, Marianne Rolfe
CMT		Bill Hunt, Chris Elliott
Section 151 Officer		
Monitoring Officer		
Finance		
Portfolio Holder(s)		Cllr Coker, Cllr Mrs Grainger
Warwickshire Legal Services		N/A
Consultation & Community Engagement		
Final Decision?		Yes
Suggested next steps (if not final decision please set out below)		

## 1. **SUMMARY**

- 1.1 To advise the committee of the new Sport England Strategy, "Towards an Active Nation" and summarise how the Council has reviewed and plans to implement the key messages from the strategy into service delivery.

## 2. **RECOMMENDATION**

- 2.1 That members note the approach of the Council to the implementation of the new Sport England Strategy.

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

- 3.1 Increasingly the case is being made for the non-sporting benefits of physical activity (and sport). The evidence base is growing to support these claims and any organisation involved with the provision for physical activity and its promotion needs to be aware of the evidence and understand how their actions and initiatives can contribute to the wider outcomes for society. The Department for Culture, Media and Sport (DCMS) released a new strategy in late 2015 ("Sporting Future – [A New Strategy for An Active Nation](#)") which highlights the key outcomes and non-sporting benefits that can be achieved through the effective provision and delivery of sporting opportunities across the country. This was followed in May 2016 by the new Sport England Strategy "Towards an Active Nation".
- 3.2 The Department of Health "Improving outcomes and supporting transparency" refers to the issue of "inactivity", highlighting this as one of the top risk factors for premature mortality, and the wider pressure that this is placing on the UK economy. It identifies the benefits of physical activity and the important health benefits that it can make across the life-course. Promotions including the "Change4Life" campaign need to be embraced by the leisure sector, making "physical activity" fun and appropriate for all. Without such joined up work, the strategies and policies will remain just that, and those who lead inactive lives will continue to do so.
- 3.3 The national emphasis on the potential for sport to have a significant impact on the local economy also resonates with the local context in Warwick District. In identifying that inactivity in the UK could be costing the country in the region of £7.4 billion, the DCMS new Strategy highlights a very clear driver for all organisations involved in sport to come together in whatever ways they can with a common goal of getting as many people as possible physically active. Of particular note is the emphasis on getting young people (5 – 25yrs) leading healthy lifestyles and participating in physical activity on a regular basis.
- 3.4 Warwick District Council's "Vision for the District" as described in the Sustainable Community Strategy (SCS) is that the District is "a great place to live, work and visit, where we aspire to build sustainable, safer, stronger and healthier communities." Health & Wellbeing is one of the 5 key themes of the SCS and as such recognises this as a priority for the Council in the design and delivery of its services.
- 3.5 It should be noted that the principles for the future delivery of sport in Warwick District and the aim to grow and sustain community sports participation at a local level also closely align with the Warwickshire Health & Wellbeing Board's Strategy 2014 – 2018. WDC is an active partner in the Health and Well Being Board and is committed to implementing initiatives which make a tangible



difference in the District. Warwick District Council is fully committed to supporting the Warwickshire Health & Wellbeing agenda through a range of strategies, policies and initiatives.

- 3.6 Within the context of the above strategies and corporate priorities, the Council's leisure centres have for many years been delivering a range of services that make a contribution not only to sports provision but also to the wider health and wellbeing of the District. The principles agreed by Members in 2013 included specific reference to "engaging current and new users in healthy lifestyle choices" and emphasised the principle that the facilities should be accessible for all sectors of the community.
- 3.7 This implicitly refers to ensuring that facilities are located in the most appropriate places that mean that they are accessible to all residents of the District, are designed to be attractive and welcoming to all types of users, and are priced in such a way that activities are affordable for all. Clearly there is no simple solution to addressing all these factors and over time, challenges will emerge as to how these can all be met. With the decision made by Councillors in early 2016 to commence a procurement process to identify and appoint an external operator for the management of the Council's leisure centres, the Service Specification requires any operator to continue to develop the partnership work in the area of health and well-being with the Council and other stakeholders.
- 3.8 The detail of the investment proposals for St Nicholas Park and Newbold Comyn Leisure Centres have been influenced by a recognition that the Council's leisure stock is ageing and in need of investment if it is to remain fit for purpose and attractive for users. It is considered that the time is now right to make the proposed investment in these two facilities which will not only increase the capacity of these facilities at a time when the District is growing, but will also support the aim of achieving an increase in participation by current "non exercisers". Transforming "non-exercisers" into "active individuals" who can benefit from improved health and wellbeing relies on barriers being removed, whether these are physical or perceived barriers. The investment proposals for Newbold Comyn and St Nicholas Park seek to make the facilities attractive and accessible places where individuals feel welcome and comfortable, with a range of activities that appeal to a wide range of individuals.
- 3.9 Appendix 1 shows areas where there are considered to be further opportunities for working in partnership with Sport England and other partners to achieve the best outcomes and improve the health of the District through increased levels of physical activity and sport.

#### 4. **POLICY FRAMEWORK**

- 4.1 **Policy Framework** – Appendix 1 outlines how Council policies are aligned to the new Sport England strategy and the DCMS strategy which preceded Sport England's document. The Appendix provides examples of current initiatives and projects that make a significant contribution to the new strategy, and describes how it is intended that we build on the key themes from the strategy in the future.
- 4.2 **Sustainable Community Strategy** – The effective targeting of activities contributes towards the Health & Wellbeing priority themes within the

Sustainable Community Strategy. It will help to promote a healthy lifestyle for all.

**5. BUDGETARY FRAMEWORK**

5.1 There are no budgetary implications associated with this report.

**6. RISKS**

6.1 There are no risks considered as part of this report.

**7. ALTERNATIVE OPTION(S) CONSIDERED**

7.1 There are no alternative options considered in relation to the adoption of the Sport England Strategy. Apart from the close synergy between the key elements of the strategy and the Council's Sustainable Community Strategy which suggest that both organisations are taking a similar approach to linking physical activity and health, the Council is currently working closely with Sport England to secure funding for the improvements in leisure facilities and therefore it is essential that the Council seeks to take every opportunity to align its priorities and initiatives with the principles that Sport England are advocating as being the most effective way of getting communities active and enjoying healthy lifestyles.

## Appendix 1

Theme	WDC strategic position	Examples of previous and current work in Warwick district that aligns with the new Strategy	Future projects, ways of working that align with the new Strategy
<b>Overarching Principles</b>			
<b>Investment</b>	<p>The Council “Fit for the Future” Programme (FFF) comprises three strands, including “money”. This strand outlines how the Council will manage its resources appropriately to balance the budget, ensure our assets work for us, ensure our town centres are vibrant and create solutions to increase our revenue.</p> <p>In 2014 the Council approved a set of principles for sports and leisure provision which included the “provision of local facilities that are modern and fit for purpose”.</p> <p>The Council has adopted a strategic approach to managing its assets – commissioning a series of condition surveys to inform a Planned Preventative Maintenance (PPM) schedule and Asset Management Strategy.</p> <p>The Council’s Sustainable Community Strategy (SCS) includes three cross cutting themes – Community Engagement and Cohesion, disadvantaged rural locations and “Narrowing the Gaps”, Within each of these is a recognition that resources need to target priority groups and how they access Council services.</p> <p>WDC Active Communities role – long standing commitment to community engagement with</p>	<p>After very careful consideration, WDC took the decision in November 2015 to outsource the management of its leisure centres. This was based on the conclusion that using an external management partner would provide the Council with the optimum model to secure the best possible financial performance from the Centres, which in turn would secure their future viability at a time when Council budgets are facing unprecedented pressure.</p> <p>Examples of local projects</p> <ul style="list-style-type: none"> <li>- Impact Project (Warwick) in partnership with Sky Blues in the Community</li> <li>- South Leamington project (SE contribution)</li> </ul>	<p>The Council plans its finances on a medium to long term basis through the Medium Term Financial Strategy (MTFS) which currently looks ahead to 2020/21</p> <p>There are a number of strategic projects currently being developed within the Council, including Phase II of the Leisure Development Programme which will address leisure provision in Kenilworth. The Council is also working with Leamington Football Club to deliver a model that will see the construction of a Community Stadium in the district and considering opportunities for refurbishment or relocation of the athletics track.</p> <p>The Council has an active Playing Pitch Strategy (PPS) which was informed by an audit of local provision and needs and which looks to take a strategic approach to outdoor sports provision across the district. The PPS is reviewed twice a year by a Working Group of officers and NGBs who review and revise the action plans as appropriate.</p>

	groups who otherwise may not participate		
<b>Working with Partners</b>	<p>WDC have a strong record of working with partners across the range of its services. The majority of these are formal partnerships with robust “partnership agreements” but some are more informal and have evolved over time depending on circumstances.</p> <p>Formal partnerships are reviewed on an ongoing basis, reviewed and where necessary terminated if outcomes are not appropriate.</p> <p>WDC is increasingly supporting community-led initiatives – in line with the new SE strategy to ‘work with those parts of the sector that serve the core market’ and ‘encouraging stronger local collaboration’</p>	<p>Racing Club Warwick – refurbishment of a collection of sports and social facilities which are leased to Racing Club Warwick and which provide a range of sporting and community activities in a deprived ward of Warwick. In addition to allocating some direct grant funding, the Council supported a successful Football Foundation application for ground improvements and continue to offer technical and grant advice to the club.</p> <p>Whitnash Community Centre – a community led project to construct a Sports and Community Hub in the Town of Whitnash. WDC part funded a feasibility study for the project that would see the facility house a base of the Town Council, Library and One Stop Shop, Sports hall, community hall, café and drop in space for the Police. The project now has the full support and involvement of Whitnash Sports and Social Club and Whitnash Primary School. This will ensure an integrated and cohesive sport and social community project to meet the health and well-being requirements of the local community. WTC supported by WDC is in the process of applying for funding to see it completed.</p> <p>CSW Sport – “This Girl Can” &amp; “Run like a Girl” projects – WDC work in partnership with CSW Sport on specific projects. We had trailed a swimming promotion ‘Bring a friend for Free’ to target / encourage women to increase participation in our swimming pools. We, alongside CSW sport are support ‘Run like a Girl’ in the use of our</p>	<p>Bishops Tachbrook Parish Council – Health and Wellbeing Plan. Working Group set up by the Parish with Parish Council, Sports and Social Club, Primary School and District Councillor – working in partnership with WDC to deliver a range of joined up projects for the parish as it grows.</p> <p>Warwick Sea Scouts are proposing a new HQ and boatyard facility – designed to enhance the sport and social benefits for young people and allow the Group to expand its numbers and impact upon the Warwick youth community. WDC are providing project development support.</p> <p>Developing formal agreements with providers wishing to use public open space for physical activity sessions.</p> <p>Review “client team” structure to consider increased resources to support partnership working in the community.</p>

		<p>parks/open spaces for the group which attracts approx. 200+ participants per week.</p> <p>The Council has a long record of working with health partners including over 20 years of delivering “exercise referral schemes”.</p> <p>WDC is also working in partnership with Fitter Futures Warwickshire to promote healthy lifestyles with families across the district.</p> <p>PPS – joint work with NGBs for hockey, football, cricket and rugby union; plus CSW Sport. PPS Monitoring Group meet every 6 months to monitor Strategy, update and revise where appropriate.</p> <p>Advice and support to a wide range of community based groups/clubs on funding applications and business plan development and other opportunities, such as marketing/promotion, coach education and general club /group development.</p> <p>WDC have supported and are represented on a local Steering Group to help oversee the ‘Active South Leamington’ Project in partnership with Warwickshire Association of Youth Clubs, Sky Blues in The Community and Support Sport Ltd. This project has been funded in the main by the Community Sport Activation Fund. WDC have funded £4500 over the 2 year project and awarded £1200 in May 2016 to support elements of project sustainability.</p>	
<b>Monitoring Performance – Targets, Insight and</b>		<p>Examples of project evaluation:</p> <p>“Impact – Activities for Everyone Final Report June 2015”</p>	Contract monitoring will be a vital element of the new arrangements for the management of the leisure

<b>Evaluation</b>		<p>Review of National Bowls Championships – Executive report (Jan 2015) considered the impact in terms of economic benefit, delivery of the event, impact on local residents, park users, local bowls club, impact on Council, quality of event.</p> <p>Use of Facility Planning Model and needs Audits of the district informed the investment proposals for indoor sport.</p> <p>Use of Active People data to inform decisions and strategic planning.</p> <p>Contract management protocols include performance data from golf contractor, VP Tennis.</p> <p>Sports development activities and grant awards – data and feedback.</p>	<p>centres from 2017 onwards. Creation of a new “client team” with contract management responsibilities.</p> <p>Use the “Active Lives Survey” in place of Active People to inform decisions and priorities.</p>
<b>Investment Programmes</b>			
<b>Tackling Inactivity</b>	<p>WCC Health &amp; Wellbeing Strategy underpins WDC’s own Health &amp; Wellbeing Strategy. Both documents recognise that Warwick District Council clearly has an important local part to play in facilitating community and individual engagement as well as providing facilities, advice and support</p> <p>The principles of sports and leisure provision in the district, agreed by Members in 2013, included specific reference to “engaging current and new users in healthy lifestyle choices” and emphasised the principle that the facilities should be accessible for all sectors of the community. This in line with the new SE strategy and objectives of widening access and provision.</p>	<p>Exercise Referral Scheme – working in partnership with “Fitter Futures Warwickshire” to deliver an Exercise Referral Programme to the residents of Warwick District</p> <p>Family Weight Management Programme – working in partnership with Fitter Futures Warwickshire to promote healthy lifestyles with families across the district. The scheme commenced Autumn 2015 and will initially run for a 2 year period. This project is commissioned by Public Health Warwickshire who have funded Rugby Borough Council to work in partnership with us (alongside other authorities) to deliver the programme at a local level.</p> <p>Active South Leamington project (SE funded) – aimed at 14yrs+ and individuals who are</p>	<p>Service Specification includes requirement on operator to work with WDC to address priority.</p> <p>“The Contractor shall also work with the Council’s designated officer to address identified health inequalities in the District, contribute to reducing obesity and increase levels of physical activity.”</p> <p>Support local sports clubs to work with and create links within local communities to encourage non-exercisers to part in physical activities and sport.</p> <p>The current investment programme for Newbold Comyn and St Nicholas Park leisure centres will bring these facilities up to a modern standard that will improve the experience for those using the facilities. It is</p>


		<p>currently inactive.</p> <p>“Active Summer” campaign (2015) to get new members into the leisure centres.</p> <p>Investment plans for leisure facilities include modernisation of facilities to make them more appealing to everyone including current non-exercisers</p>	<p>considered that this is a vital factor in attracting “new users” to the facilities to participate in sport.</p> <p>The new facilities comply with the latest accessibility standards and adjustments have been made in the existing elements of the facilities to make them accessible for all.</p>
<b>Children and Young People</b>	WDC Sustainable Community Strategy – Health & Wellbeing priority of reducing obesity particularly in children	<p>Range of services inclusive of all ages.</p> <ul style="list-style-type: none"> <li>- Free swimming for Under 4’s</li> <li>- Working with School Sports Partnership. We annually support our School Sports Partnership with funding and access to facilities to support the School Games competitions.</li> <li>- Holiday activity programmes – wide range and low cost. We also coordinate a programme each holiday period which includes external partner information e.g. local clubs/groups.</li> </ul> <p>Support to wide range of local sports clubs and community organisations who provide activities for children and young people. eg: Support Sport - a not-for-profit organisation supporting children &amp; young people through sport, leadership &amp; community activities. Support for “Kids Run Free”</p> <p>Funded Sky Blues in The Community £120K over a 2 year period to increase participation in the Forbes estate of Warwick.</p> <p>Emerging recognition of the district for “dance” activities including:</p> <ul style="list-style-type: none"> <li>- Motion house</li> </ul>	<p>Recognise a need to do more for 11yrs and over</p> <p>Encourage “operator” to include junior health &amp; fitness activities (gym and group fitness)</p> <p>Continue to develop “dance” activities as a cross over activity between sports and arts.</p> <p>Introduction of Clip &amp; Climb into the refurbished Newbold Comyn LC and developing pathway for junior climbing with Warwick Climbing Club.</p> <p>Broaden range of activities to coincide with new SE strategy and include within the sports, activities, health and well-being agenda. We recognise the widening of the age groups identified by Sport England from the previous 14 – 25yr olds to include the younger age range. This will require close working with schools and non traditional partners to capture those who would not traditionally engage in sport and physical activity.</p> <p>Aim to support projects traditionally ‘outside’ of the SE funding catchment but representing physical activity.</p>

		<ul style="list-style-type: none"> <li>- Dancing for Boys</li> <li>- “Everybody Dance Now”</li> </ul>	
<b>Volunteering</b>	The Council recognises and values the significant contribution that volunteers play in supporting the diverse and vibrant local sports scene.	<p>Support for local sports clubs with coach education courses and qualifications delivered in partnership with CSW Sport, NGBs and annual club network evenings.</p> <p>Support through Sports Grants and work with Warwickshire CAVA to local clubs and groups to support volunteers.</p>	Further work required once new client team established and contractor appointed.
<b>Appealing to the Mass Market</b>	<p>SCS Strategy recognises the value of “event” in making a significant contribution to making the district a “great place to live, work and visit”.</p> <p>Recent restructuring of the “Events team” was underpinned by a principle of “ensuring that the Council has the capacity and capability to support a broad range of events .....”.</p> <p>Recognition that Community Group bid applications will now be higher up the priority list than council applications e.g. Landfill Trusts. Therefore WDC should not be competing for funds but instead offering match funding or technical support to groups to submit their own business plans and grant applications.</p> <p>Giving groups some idea of the local need and current provision of existing and proposed sports and active leisure facilities – to avoid duplication and encourage sharing of resources.</p>	<p>Sound record of “mass events” to encourage local participation:</p> <ul style="list-style-type: none"> <li>- 2 Castles, Regency Run and Half Marathon (annual)</li> <li>- Women’s Tour (June 2016)</li> <li>- Support for Park Run (over 300 per week at Newbold Comyn) and “Run Like a Girl”</li> <li>- Club Cycle Races (Victoria Park)</li> <li>- Warwick Annual Regatta</li> <li>- Canoe and Kayak events</li> </ul> <p>Attract and support for national and international events in the district:</p> <ul style="list-style-type: none"> <li>- National Bowls Championships</li> <li>- European Race Walking</li> <li>- GB Series Archery</li> </ul> <p>Local engagement with “mass events” is positive – estimated over 100,000 turned out to welcome the Torch Relay through the district in 2012.</p>	<p>As the new Events team become more established further opportunities will arise.</p> <p>Further work with Motion House Youth Dance in the “dance sector”</p> <p>Build on relationship with Parkrun to find a venue in Warwick for a 2<sup>nd</sup> Parkrun</p>
<b>Sports Core Market</b>	Partnership working is core to WDC approach, this includes work with CSW and NGB’s	<p>Bowls England – Nationals, Home Internationals, Top Club ASA – galas, Learn to Swim LTA – Local Tennis Leagues in parks; VP Tennis UKA – local and regional athletics events Football Foundation and BCFA –</p>	Contract specification requires the contractor to work with NGBs and WDC to develop further opportunities in particular encouraging the “Back to .....” Initiatives.



		development plans for dual use sites Table Tennis England – County events and links with local clubs and leagues	
<b>Talent</b>	It has previously been recognised the district “punches well above its weight” when we consider the number of talented athletes who live and/or train in the district. There are many local role models across a wide range of sports for young athletes who are at the start of their sporting journey.	Sporting Stars Scheme  Recognition of local talented athletes – Sports Awards	Operators will be required to deliver a “talented athletes” scheme – details to be included in tender documents and evaluated as part of the ITT stage of the procurement of any operator.
<b>Local Delivery</b>	Working in partnership with community organisations. Community Partnership Team (CPT) work with Cultural Services officers and community groups to optimise opportunities to reach the sectors of the community who otherwise may feel excluded from local leisure provision. We recognise that now more than ever these relationships need to be more joined up to avoid duplication of effort and resources  The CPT play a key role working with the voluntary and community sector, to break down barriers to participation in sporting activity by those experiencing social and financial exclusion across Warwick District.	Sydni Centre - Family Weight Management project based at this site.  Integrated Grants Scheme to support local organisations – we award grants to both spots and community groups to deliver local projects to increase participation.  Encourage “mass exercise classes” in parks and open spaces.	Bishops Tachbrook Health and Wellbeing Plan. Working Group set up by the Parish with Parish Council, Sports and Social Club, Primary School and District Councillor – working in partnership with WDC to deliver a range of joined up projects for the parish as it grows.  Whitnash Community and Sports Centre – see above. If this project materialises then it will be based on local activities in the local community.  Emerging projects exploring opportunities for “outdoor gym equipment” in local parks
<b>Facilities</b>	WDC Asset Plan/Strategy – how we manage our asset portfolio	Sound record of investment in sports assets, including: Refurbishments of pool halls and changing rooms (Abbey Fields Swimming Pool 2012; St Nicholas Park Leisure Centre 2010)  New flume (Newbold Comyn 2012)  New roof (Castle Farm Recreation Centre 2013)	Proposed significant investment in St Nicholas Park and Newbold Comyn leisure centres in 2016/17 – to expand facilities and modernise existing facilities  Opportunities being considered for addition of MUGA at Racing Club Warwick as part of the wider RCW scheme.  New sports hall included as part of the Whitnash Community and Sports Centre

		Resurface artificial pitches (St Nicholas Park 2006; Meadow Community Sports Centre, 3G pitch installation in 2012	
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 <b>Health Scrutiny Sub-Committee – 24 August 2016</b>		<b>Agenda Item No. 9</b>
<b>Title</b>	Health Scrutiny Sub-Committee Work Programme	
<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>	5 July 2016	
<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>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>Officer Approval</b>	<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 Sub-Committee of its work programme for 2016 (Appendix 1) and of the current Forward Plan September 2016 to November 2016 (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;

3. **Reasons for the Recommendation**

- 3.1 The work programme needs to be updated at each meeting to reflect the work load of the Sub-Committee.

4. **Alternative Options considered**

- 4.1 None.

5. **Budgetary Framework**

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

6. **Policy Framework**

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

7. **Background**

- 7.1 At each meeting, the Sub-Committee will consider their work programme and the Council's published Forward Plan and make amendments where necessary to its work programme.
- 7.2 Overview & Scrutiny Committee may request that the Sub-Committee undertakes areas of health Scrutiny.
- 7.3 Officers may present reports to the Sub-Committee to seek direction on their content.
- 7.4 Warwickshire County Council, as the lead authority for Health Scrutiny, can ask the District Council to undertake areas of health scrutiny.

**Health Scrutiny Sub-Committee**  
**Work Programme 2016-2017**

**24 August 2016**  
**Mental and Physical Health**

<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>
Health Scrutiny – Review of the work undertaken by the Sub-Committee since inception and report for Overview and Scrutiny Committee recommending whether the Sub-Committee continues or how the Council scrutinises Health and Wellbeing.		Discussion	Chairman of Health Scrutiny Sub-Committee & Head of Health & Community Protection			22 November 2016 (last Health Scrutiny Sub-Committee meeting ahead of presentation to Overview and Scrutiny Committee at its meeting 4 January 2017)
"Themed meetings"		Discussion	Marianne Rolfe			24 August 2016
Sports England Strategy <b>Item 4 on the agenda</b>		Verbal report	Padraig Herlihy			24 August 2016

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Green Spaces/Friends of the Parks – including how this ties in with the “Walking Scheme” and mental health. Getting people involved, encouraging use of facilities, their enhancement and promotion. <b>Item 5 on the agenda</b>		Written report	Rob Hoof			24 August 2016
Dementia Friendly Communities <b>Item 6 on the agenda</b>		Written Report	Rob Chapleo			24 August 2016
Updated figures on smoking and E-cigarettes plus a review of the current policy and any changes. <b>Item 7 on the agenda</b>		Written Report	Rob Chapleo			24 August 2016
Health Strategy Update <b>Item 8 on the agenda</b>		Verbal Report	Rob Chapleo		Every Meeting	On going

**22 November 2016  
Community Enhancement**

<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>
Air Quality Action Plan Annual Review	24 November 2015	Written Report	Michael Jenkins		June 2017 or as near to.	Annual report.
Update from the Peer Review	5 July 2016	Verbal Report	Chris Elliott			22 November 2016
Health Strategy Update		Verbal Report	Rob Chapleo		Every Meeting	Ongoing
A report on the Housing Assessment Team, including Disabled Facilities Grants	5 July 2016	Written Report	Andy Thompson			22 November 2016
Safer Communities - Purple Flag bid (for town & city centres that meet or surpass the standards of excellence in managing the evening and night time economy)			Jayne Bailey			
Safer Communities – Anti-Social Behaviour Orders			Jullian Hill			

<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>
Safer Communities – Student Noise Control			Pete Cutts			
Bulk collection and fly tipping			Rob Hoof			
Policy & Projects Manager – use of S106/Community Infrastructure Levy monies for Health & Wellbeing projects –to be brought forward and prioritised when the rules for CIL are defined			TBA			



**17 January 2017**  
**Wider Determinants of Health & Wellbeing**

<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>
Health Strategy Update		Verbal Report	Rob Chapleo		Every Meeting	On going
Housing & Property Services – Council housing stock – standards relevant to Health & Wellbeing			Andy Thompson			
Citizen's Advice Bureau/Community Partnership Team – Financial Inclusion/Priority Families			TBA			
Environmental Health - Food Safety regulation and Infection Control			Lorna Hudson/ Nicola Hoare			
Environmental Health - Health & Safety Regulation			Lorna Hudson/ Nicola Hoare			

**15 March 2017  
Staff Health & Wellbeing**

<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>
Health Strategy Update		Verbal Report	Rob Chapleo		Every Meeting	On going
Physical Activity for WDC staff		Verbal report	Tracy Murphy (Coventry, Solihull & Warks Sport) CSW			15 March 2017

**Items where a date is to be set**

- Cultural Services – Physical Activity promotion and development
- Care Quality Commission – external speaker

**Items to be considered for removal from the Work Programme**

- Update from Councillor Mrs Knight on the SW Foundation Trust Quality Accounts T & F Group
- Health Service implications from the night-time economy; Review whether to invite the Chief Exec of Warwick Hospital to a meeting and look at longer term trends



## **Warwick District Council Forward Plan September 2016 to November 2016**

**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) 456114. 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.

**(823)**

## Section 1 – The Forward Plan September 2016 to November 2016

Topic and Reference	Purpose of report	If requested by Executive –date, decision & minute no.	Date of Executive, Committee or Council meeting	Publication Date of Agendas	Contact Officer & Portfolio Holder	External Consultees/ Consultation Method/ Background Papers
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### 1 September 2016

Employment Land Memorandum of Understanding (Ref 820)	To endorse the Coventry and Warwickshire Employment Land Memorandum of Understanding which was supported by all Councils at the Coventry and Warwickshire Joint Committee on 21 July 2016		Executive 1/9/2016	23/8/16	Dave Barber Cllr Cross	Submitted Local Plan (January 2015)  Local Plan Modifications (February 2016)
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### 28 September 2016

Fees and Charges (Ref 770)	To propose the level of fees and Charges to be levied from 2nd January 2016		Executive 28/9/2016	20/9/2016	Andy Crump Cllr Whiting	
Leisure Development – Phase II (Kenilworth) (Ref 803)			Executive 28/9/2016	20/9/2016	Rose Winship Cllr Coker	
Code of Procurement Practice (Ref 805)	To consider and recommend to Council and updated Code of Procurement Practice		Executive 28/9/2016	20/9/2016	John Roberts Cllr Whiting	

Street Trading Policy Review (Ref 811)	To consider a revised Street Trading Policy following public consultation.		Executive 28/9/2016	20/9/2016	Kathleen Rose Cllr Grainger	Public Consultation -internet, letters to stake and licence holders
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## 2 November 2016

Budget review Quarter 2 (Ref 779)	To report expenditure for current year and update financial projections		Executive 2/11/2016	25/10/2016	Andy Crump Cllr Whiting	
Visitor Information Review (Ref 816)	Review of the provision of visitor information services within the District		Executive 2/11/2016	25/10/2016	David Butler Cllr Butler	Item 7 Executive 2 June 2016
WDC Enterprise – New Trading Arm (Ref 817)	To seek approval to establish a Local Authority Trading Company, to expand support provision whilst capitalising on existing skills to maximise income		Executive 2/11/2016	25/10/2016	Gayle Spencer Cllr Butler	

## 30 November 2016

Rural Urban Community Initiative Scheme applications (Ref 778)	Consider applications for Rural and Urban Initiative Grants		Executive 30/11/2016	22/11/2016	Jon Dawson Cllr Whiting	
HRA Budgets 2016/17 (Ref 780)	To Consider the following year revenue budgets for the HRA.		Executive 30/11/2016	22/11/2016	Mike Snow Peter Phillips	
New Rent Arrears Policy (Ref 748)	To seek approval of new rent arrears policy for WDC Council Tenants		Executive 30/11/2016	22/11/2016	Jacky Oughton Cllr Phillips	

## Section 2 Key decisions which are anticipated to be considered by the Council between December 2016 and May 2017

Topic and Reference	Purpose of report	If requested by Executive –date, decision & minute no.	Date of Executive, Committee or Council meeting	Publication Date of Agendas	Contact Officer & Portfolio Holder	External Consultees/ Consultation Method/ Background Papers
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There is no planned meeting of the Executive in December 2016.

### 5 January 2017.

Local Council Tax Reduction Scheme (Ref 806)	Final approval of Scheme after consultation		Executive 5/1/2017	22/12/2016	Andrea Wyatt Cllr Whiting	
Recommendations from One Stop Shop Review (Ref 812)	The report will formally ask for the recommendations from the review to be agreed		Executive 5/1/2017	22/12/2016	Graham Folkes-Skinner Cllr Shilton	Warwickshire County Council

### 8 February 2017

General Fund 2017/18 Budgets & Council Tax (Ref 807)	To updates member on the overall financial position of the Council, consider the General Fund Revenue and Capital Budgets for the following financial Year,		Executive 8/2/2017	31/1/2017	Mike Snow Cllr Whiting	
HRA Rent Setting 2017/18 (Ref 808)	To report on the proposed level of Housing Rents for the following year and the proposed budget		Executive 8/2/2017	31/1/2017	Mike Snow Cllr Phillips	

Heating, Lighting and Water Charges 2017/18 – Council Tenants (Ref 809)	To propose the level of recharges to council housing tenants to recover the costs of communal heating, lighting and water supply.		Executive 8/2/2017	31/1/2017	Mike Snow Cllr Phillips	
Treasury Management Strategy (Ref 810)	To seek member approval of the Treasury Management Strategy and Investment Strategy for the forthcoming year		Executive 8/2/2017	31/1/2017	Mike Snow Cllr Whiting	
Housing Related Support Services (Ref 777)	To propose new Housing Related Support services for tenants of the Council		Executive 8/2/2017	31/1/2017	Jacky Oughton Cllr Phillips	

**8 March 2017** – No scheduled reports at this time.

Housing Futures – Revised Housing Revenue Account Business Plan (Ref 775)	To propose a revised Housing Revenue Account Business Plan		Executive 8/3/2017	28/02/2017	Andy Thompson Cllr Phillips	
Housing Futures – Housing and Homelessness Strategy 2017 (Ref 822)	To propose a new Housing and Homelessness Strategy for Warwick District		Executive 8/3/2017	28/02/2017	Andy Thompson Cllr Phillips	

**5 April 2017** – No scheduled reports at this time.

Section 3 Key decisions which are anticipated to be considered by the Council but the date for which is to be confirmed						
Topic and Reference	Purpose of report	History of Committee Dates & Reason code for deferment	Contact Officer & Portfolio Holder	Expansion on Reasons for Deferment	External Consultees/ Consultation Method/ Background Papers	Request for attendance by Committee
Council Housing Development Programme (Ref 813)	To request approval for a development programme for new council-owned homes	<del>Executive</del> 27/7/2016 Reasons: 4 (Replaces report on Acorn Close development proposal)	Andy Thompson Cllr Phillips	Awaiting: i) outcome of feasibility studies (e.g. financial, planning , technical) on a number of sites to allow for long term programme to be proposed; ii) outcome of Housing Futures – Review of Housing Revenue Account Business Plan which will provide the information necessary to determine the financial capacity of the Council to invest in a new homes programme.		
Council Housing Asset Management Policy (Ref 774)	To request approval of the 'Council Housing Asset Management Policy – Disposal of Property'	<del>Executive</del> 6/4/2016 Reasons: 2, 4, 5	Andy Thompson Cllr Phillips	Awaiting outcome of Housing & Planning Bill which may influence the design and implementation of property disposals		



Private sector housing grants policy (Ref 658)	To propose a revised policy for the allocation of grant funding for private residents		Abigail Hay Cllr Phillips	This will come forward in due course once the Future of Housing Adaptations Service has been determined		TBC
HQ Relocation Project – outcome of phase 1 work (Ref 801)	To consider the outcomes of the phase 1 work and, if appropriate, seek approval for commencement of the phase 2 delivery works		Bill Hunt  Cllrs. Mobbs, Whiting, Cross, Shilton			
Council Development Company (Ref 727)	To consider a report on establishing a Council Development Company	<del>Executive 9/3/2016</del> <del>2/6/2016</del> <del>Reason 2</del> <del>Reason 1</del> <del>29/6/2016</del>	Andy Thompson Cllr Phillips			
Asset Management Strategy (Ref 641)	To propose an Asset Management Strategy for all the Council's buildings and land holdings.	<del>Executive 5/11/2014</del> <del>03/09/15</del> <del>2/6/2016</del> <del>(Moved Reason 6)</del> <del>29/6/2016</del>	Bill Hunt Cllrs Mobbs, Cross, Shilton, Coker & Whiting			
New Rent Arrears Policy (Ref 748)	To seek approval of new rent arrears policy for WDC Council Tenants	<del>Executive 6/4/2016</del> <del>02/06/16</del> <del>Reason 1</del> <del>29/6/2016</del> <del>Reason: 4,5</del>	Jacky Oughton Cllr Phillips			
Council Housing Development Programme (Ref 798)	To request approval for a development of new council-owned homes in Stoneleigh and Warwick	<del>Executive 29/6/2016</del> <del>27/7/2016</del> <del>Reason 4</del>	Matt Jones Cllr Phillips			

Strategic Opportunity Proposal (Ref 712)	To update Members on the current position.  It is anticipated that this report will be, in part, Confidential by virtue of the information relating to the financial or business affairs of any particular person (including the authority holding that information)	Executive <del>03/09/15</del> <del>30/09/15</del> <del>02/12/2015</del> <del>6/4/2016</del> <del>2/6/2016</del>	Chris Elliott  Cllrs Mobbs, Coker, Phillips, Whiting & Cross	The Local Plan proposals have been subject to a number of public consultations and planning applications involved have also been subject to public consultation. The proposal has been the subject of discussion privately and confidentially with a number of agencies but especially with the County Council.  Submission version of Local Plan; Planning Application (W/14/1076); Planning Application (W/14/0967); Report		
Car Parking strategy (Ref 790)	To consider the future off-street car parking needs of Leamington, Warwick and Kenilworth and how these should be addressed	Executive <del>2/6/16</del> <del>27/7/2016</del> Reason 3	Rob Hoof  Cllr. Shilton			
69 Willes Road (Ref 815)	To request approval for the sale of 69 Willes Road	Executive <del>1/9/16</del> Reason 5	Matt Jones Cllr Phillips			

HS2 (Ref 818)	To request revisions to the Constitution/Delegation Agreement		Debbie Prince Cllr Cross	This will come forward once appropriate details have been received from HS2 in conjunction with legal advice received.		
Revisions to the Constitution/ Delegation Agreement (Ref 819)	To request revisions to the Constitution/ Delegation Agreement with regard to the determination of Planning Applications		Tracy Darke/Gary Fisher Cllr Cross	This is the subject of on-going discussion with key members.		
St Mary's Lands (Ref 821)	To report back on the public consultation undertaken this summer and to agree the next steps		Chris Elliott Cllr Butler		Range of events with local community and groups	
Aids and Adaptations Services (Ref 776)	To propose a new approach to providing aids and adaptations services for the residents of Warwick District	Executive <del>28/9/2016</del> Reason: 4	Abigail Hay Cllr Phillips	The financial assessment of the comparative costs of the options for the delivery of this service is still under review.		

**Section 4 – Items which are anticipated to be considered by the Executive but are NOT key decisions**

<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>
Flag Flying Policy for the Town Hall	To consider a policy for flying flags at the Town Hall.		Executive 1/9/16	23/8/16	David Guilding Cllr Coker	
Review of Significant Business Risk Register	To inform Members of the Significant Risks to the Council.		Executive 28/9/2016	20/9/2016	Richard Barr Cllr Whiting	
Recording and Broadcasting of public meetings	To inform members of the research into the potential to record and broadcast all Council meetings as per the Notice of Motion to Council.	Council 29/6/2016	Executive 28/9/2016	20/9/2016	Graham Leach Cllr Mobbs	
Councillors IT	To report back on the work of the Councillor IT Working Party.		Executive 28/9/2016	20/9/2016	Graham Leach Cllr Mobbs	
Rural Urban Community Initiative Scheme applications	Consider applications for Rural and Urban Initiative Grants.		Executive 28/9/2016	20/9/2016	Jon Dawson Cllr Whiting	
Rural Urban Community Initiative Scheme applications	Consider applications for Rural and Urban Initiative Grants.		Executive 2/11/2016		Jon Dawson Cllr Whiting	
Rural Urban Community Initiative Scheme applications	Consider applications for Rural and Urban Initiative Grants.		Executive 30/11/2016		Jon Dawson Cllr Whiting	

Review of Significant Business Risk Register	To inform Members of the Significant Risks to the Council.		Executive 5/1/2017		Richard Barr Cllr Mobbs	
Rural Urban Community Initiative Scheme applications	Consider applications for Rural and Urban Initiative Grants.		Executive 5/1/2017		Jon Dawson Cllr Whiting	
Rural Urban Community Initiative Scheme applications	Consider applications for Rural and Urban Initiative Grants.		Executive 8/2/2017		Jon Dawson Cllr Whiting	
Nomination of Chair	To nominate to Council the Chair and Vice-Chairman of the Council for 2017/18.		Executive 8/2/2017		Graham Leach Cllr Mobbs	
Rural Urban Community Initiative Scheme applications	Consider applications for Rural and Urban Initiative Grants.		Executive 5/4/2017		Jon Dawson Cllr Whiting	

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:

1. Portfolio Holder has deferred the consideration of the report
2. Waiting for further information from a Government Agency
3. Waiting for further information from another body
4. New information received requires revision to report
5. 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) 456114**