

# Overview and Scrutiny Committee

Minutes of the meeting held on Tuesday 30 October 2018 at the Town Hall, Royal Leamington Spa at 6.00 pm.

**Present:** Councillor Mrs Falp (Chairman); Councillors Boad, Bromley, Mrs Cain, D'Arcy, Davison, H Grainger, Naimo, Parkins, Mrs Redford and Shilton.

**Also Present:** Councillors Butler, Coker, Grainger, Rhead and Phillips.

## 57. **Apologies and Substitutes**

There were no apologies or substitutes.

## 58. **Declarations of Interest**

Minute 63 Executive Agenda (Non-Confidential Items & Reports & Confidential Items & Reports – Wednesday 28 November 2018) – Items 3 & 13 – Europa Way Progress Update and Next Steps

Councillors Mrs Falp and Shilton declared an interest as Warwickshire County Councillors.

## 59. **Minutes**

The minutes of the meeting held on 30 October 2018 were taken as read and signed by the Chairman as a correct record.

## 60. **Work Programme, Forward Plan & Comments from Executive**

The Committee considered its work programme for 2018/2019 and the Forward Plan and the responses the Executive gave to the comments the Overview and Scrutiny Committee made regarding the reports submitted to the Executive in late October 2018.

**Resolved** that the report be noted.

## 61. **Development Portfolio – Service Review**

The Committee considered a report from Development Services and Councillor Rhead - Portfolio Holder, Development Services which brought together details of performance relating to the Development Portfolio.

In response to questions, Councillor Rhead and the Head of Development Services explained that:

- The level of pre-application enquiries were increasing slightly, as had the time taken to respond to them, caused by the departure of two staff members. The process to answer and deal with pre-application enquiries was being re-evaluated because it had proven so sensitive to staff loss.
- A new member of staff had been appointed to the Enforcement Team and this had helped reduce the backlog of work.

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

- A lot of work had been completed in the last 12 to 18 months to ensure that CIL and S106 monies were collected. An officer was now in place with the responsibility to ensure that these monies were collected in a timely fashion and Councillor Rhead had personally asked the Finance & Audit Scrutiny Committee to re-constitute the working party to oversee this process.
- The Council was using the services of a contractor to deal with arboricultural issues on three days a week.
- The main issues affecting planning developments were not always within the control of the District Council; for example, Highways were under the control of the County Council. The County Council was also under pressure, for example, a project manager for Europa Way had not yet been appointed.
- The District Council was working hard to hold its market share on Warwick Building Control. It was proving hard to compete against the Private Sector and work was in progress to form a partnership with other nearby Local Authorities. The Council had already approached Bedworth, Nuneaton and North Warwickshire Councils but these options had proven unworkable at this time.
- The Council would be ready for the forecast completions increase between 2019/20 and 2020/21 as shown in the Housing Trajectory 2011-2029 graph on page 31 of the report because work was already ongoing in respect of outline planning applications with site delivery officers already in place.
- 14 buildings of significant heritage value but which fell below the threshold of national listed building status were already on the Local List and the conservation team would be making a call for more buildings to be nominated to go on this list next year.
- The Council relied upon Warwickshire County Council to undertake traffic modelling to ensure that the roads would not be gridlocked with new development. It was the County Council's responsibility to formulate any mitigation and follow-through on changes required to the road network.

The Chairman thanked Councillor Rhead and the Head of Development Services for the report and answering questions.

(Councillor Rhead left the meeting.)

### **62. Annual Feedback on Outside Appointments and Champions**

The Committee considered a report from the Deputy Chief Executive & Monitoring Officer and Democratic Services which detailed:

- (i) the annual statement of work undertaken by Outside Bodies written by the Councillor(s) who represented this Council on that Outside Body as detailed in Appendix 1 to the report;
- (ii) the criteria used by the Deputy Chief Executive & Monitoring Officer to determine whether the appointment of a Councillor to an Outside Body was required, detailed in Appendix 2 to the report; and
- (iii) the annual statement of work undertaken by Champions written by Councillor(s) who acted as this Council's Champions, detailed in Appendix 3 to the report.

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

The Chairman informed the Committee that Councillor Heath, who was this Council's non-Executive representative on the South Warwickshire Community Safety Partnership, had not submitted a report because he had nothing additional to report to what Councillor Thompson, as this Council's Executive representative had reported. He had attended one meeting in the year.

The Chairman also explained that Councillor Gallagher had requested to make a verbal report to the Committee as Parish/Town Champion, but the Chairman had refused this request because, in the first instance, written reports were required for this annual report.

Councillor Mobbs would be attending the Committee early in the New Year to give his annual Portfolio Holder update. He would be asked to include within this written reports giving updates on the Coventry & Warwickshire LEP and the LLP.

Councillor Naimo confirmed that she had looked at what previous Council representatives sitting on the National Association of Councillors had done in the past six years and she had discovered that no-one had attended this body's meetings and that its meetings were held some distance away. She therefore questioned whether it was necessary for this Council still to appoint a representative and whether Councillors used the services. The Committee therefore requested that she find out if it served any purpose continuing to subscribe to this outside body.

**Resolved** that Councillor Naimo liaise with the Principal Committee Services Officer to bring forward the necessary information to the Committee's meeting either in January or February to determine if the Council need continue to subscribe to the National Association of Councillors.

### **63. Executive Agenda (Non-confidential items and reports) – Wednesday 28 November 2018**

The Committee considered the following non-confidential items which would be discussed at the meeting of the Executive on Wednesday 28 November 2018.

#### **Item 3 – Europa Way Progress Update and Next Steps**

The Committee supported the recommendations in the report with the inclusion of an amendment to recommendation 2.21 which the Portfolio Holder agreed he would bring forward to the Executive meeting on the following evening.

(Councillor Mrs Falp abstained from voting in respect of Recommendation 2.17 of Item 3, Europa Way Progress Update and Next Steps. Councillor Coker arrived at the meeting during debate on the Europa Way report.)

#### **Item 5 – Covent Garden Displacement Plan**

The Committee supported the recommendations in the report.

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

(Councillors Coker and Grainger left the meeting at the end of Item 5, Covent Garden Displacement Plan.)

### **Item 8 – Houses in Multiple Occupation (HMO) Licence Conditions and HMO Licensing Cycles – Private Sector Housing**

The Overview & Scrutiny Committee strongly supported the recommendations in the report.

(Councillor Phillips left the meeting at the end of Item 8, Houses in Multiple Occupation (HMO) Licence Conditions and HMO Licensing Cycles – Private Sector Housing.)

### **Item 10 – Creative Quarter – Draft Masterplan**

The Committee recommended that the public consultation period on the draft masterplan should be extended by a further four weeks, meaning that a final masterplan would be submitted to the new Council in 2019.

(Councillor Mrs Cain left the meeting during debate on Item 10, Creative Quarter – Draft Masterplan.)

(The meeting ended at 8.20pm)

CHAIRMAN  
8 January 2019