

## APPENDIX TWO – BID Leamington Baseline Statement

The baseline agreement sets out the services that will be provided by the Council to the local community and which will be excluded from the BID Business Plan and Levy. The statement will be reviewed on an annual basis with the BID.

<b>Service Area</b>	<b>Service</b>
<b>Neighbourhood and Asset Services</b>	<ul style="list-style-type: none"> <li>• Cleansing of streets, highways, housing and amenity land, open spaces, paths, roads, public areas, car parks, cycle tracks, play areas, bridleways and alleyways.</li> <li>• Provision, emptying and cleansing of litter bins.</li> <li>• Installation, maintenance and fitting of litter bins.</li> <li>• Removal of rubbish following fly-tipping.</li> <li>• Removal of graffiti and fly-posting where practicable.</li> <li>• Removal of leaf and blossom fall.</li> <li>• Weed control through weed spraying and/or other methods for removal of weeds and other unwanted vegetation.</li> <li>• Removal of shopping trolleys.</li> <li>• Emergency cleansing of roads following spillages or an accident.</li> <li>• Removal of chewing gum where practicable.</li> <li>• Provision of grass mowing; meadow management; shrub bed maintenance; flower bed maintenance.</li> <li>• Provision of litter/waste enforcement – commercial and residential.</li> <li>• Management and maintenance of parks/horticultural features within public areas.</li> <li>• Provision of Animal welfare, including dog wardens.</li> <li>• Delivery of the Ranger Service.</li> <li>• Testing of brackets, putting up and watering of hanging baskets.</li> </ul> <p><b>Assets:</b></p> <ul style="list-style-type: none"> <li>• Asset management and maintenance of Council owned properties/sites.</li> </ul>
<b>Safer Communities, Leisure and Environment</b>	<ul style="list-style-type: none"> <li>• Licensing and regulation of licensed premises - public houses/restaurants etc where the sale of alcohol or regulated entertainment takes place.</li> <li>• Licensing of late night (after 11pm) food providers.</li> <li>• Provision of street trading consents.</li> <li>• Licensing of taxis.</li> <li>• Monitoring of pollution matters which include noise (industrial and commercial noise/licensed premises), air and land pollution.</li> <li>• Ensuring of health and safety at work.</li> <li>• Provision of the food safety scheme: carrying out inspections in terms of food safety compliance.</li> <li>• Management of council owned taxi ranks.</li> <li>• Monitoring and maintenance of CCTV and related communication systems in public areas.</li> </ul>

	<ul style="list-style-type: none"> <li>• Commitment to Purple Flag.</li> <li>• Commitment to Green Flag.</li> <li>• Management of the leisure centre contracts.</li> </ul>
<b>Finance</b>	<ul style="list-style-type: none"> <li>• Collection of Business Rates, BID levies, administration of reliefs and exemptions.</li> </ul>
<b>Place, Arts and Economy</b>	<ul style="list-style-type: none"> <li>• Operation of Museum, Art Gallery and Visitor Information Centre.</li> <li>• Provision of building control and conservation.</li> <li>• Administering and determining of planning applications.</li> <li>• Provision of pre-applications service.</li> <li>• Enforcement of planning non-compliances.</li> <li>• Determining of planning policy.</li> <li>• Promotion of the town for business investment, including partnership work with Invest in Warwickshire.</li> <li>• Delivery of strategic business engagement.</li> <li>• Working with businesses to identify skills gaps and providing employment support services, including organised Jobs Fairs, work placements, job coaches and customised preemployment training courses.</li> <li>• Management of market permissions.</li> <li>• Delivery of the Christmas lights switch-on event.</li> <li>• Maintenance, installation, storage and power of Christmas lights.</li> <li>• Operation of Event Day Licence procedure to enable events.</li> </ul>
<b>Housing</b>	<ul style="list-style-type: none"> <li>• Licensing of Houses in Multiple Occupation in the private rented sector.</li> <li>• Ensuring private rented sector accommodation meets minimum housing standards.</li> </ul>