

Finance and Audit Scrutiny Committee

Tuesday 5 February 2019

A meeting of the Finance and Audit Scrutiny Committee will be held at the Town Hall, Royal Leamington Spa on Tuesday 5 February 2019 at 6.00pm.

Membership:

	Councillor Quinney (Chair)
Councillor Cain	Councillor Mrs Knight
Councillor Day	Councillor Margrave
Councillor Gifford	Councillor Murphy
Councillor Howe	Councillor Noone
Councillor Illingworth	Councillor Wright

Emergency Procedure

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

Agenda

Part A – General Items

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 meeting held on 8 January 2019 (**Pages 1 to 5**)

Part B - Audit Items

None.

Part C – Scrutiny Items

4. Scrutiny of Service Area Performance – Business

To consider a report from the Development Services **(Pages 1 - 28)**

5. Warwick District Infrastructure Delivery Plan (IDP)

To consider a report from Development Services **(Pages 1 to 40)**

6. Review of the Work Programme, Forward Plan and Comments from the Executive

To consider a report from Civic & Committee Services **(Pages 1 - 8)**

7. Executive Agenda (Non Confidential Items and Reports) – Wednesday 6 February 2019

To consider the non-confidential items on the Executive agenda which fall within the remit of this Committee. The only items to be considered are those which Committee Services have received notice of by 9.00am on the day of the meeting.

**You are requested to bring your copy of that agenda to this meeting.
(Circulated separately)**

8. Public and Press

To consider resolving that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following items by reason of the likely disclosure of exempt information within the paragraphs of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006.

9. Executive Agenda (Confidential Items and Reports) – Wednesday 6 February 2019

To consider the confidential items on the Executive agenda which fall within the remit of this Committee. The only items to be considered are those which Committee Services have received notice of by 9.00am on the day of the meeting.

**You are requested to bring your copy of that agenda to this meeting.
(Circulated separately)**

General Enquiries: Please contact Warwick District Council, Riverside House, Milverton Hill, Royal Leamington Spa, Warwickshire, CV32 5HZ.

Telephone: 01926 456114
E-Mail: committee@warwickdc.gov.uk

For enquiries about specific reports, please contact the officers named in the reports

You can e-mail the members of the Committee at
f&ascrutinycommittee@warwickdc.gov.uk

Details of all the Council's committees, Councillors and agenda papers are available via our website www.warwickdc.gov.uk/committees

Please note that the majority of the meetings are held on the first floor at the Town Hall. If you feel that this may restrict you attending this meeting, please call (01926) 456114 prior to this meeting, so that we can assist you and make any necessary arrangements to help you attend the meeting.

The agenda is also available in large print, on request, prior to the meeting by calling 01926 456114.

Finance and Audit Scrutiny Committee

Minutes of the meeting held on Tuesday 8 January 2019 at the Town Hall, Royal Leamington Spa at 6.00pm.

Present: Councillor Quinney (Chair); Councillors Cain, Gifford, Howe, Illingworth, Mrs Knight, Margrave, Murphy, Noone and Wright.

Also present: Councillors Coker, Mobbs and Whiting.

96. **Apologies and Substitutes**

- (a) There were no apologies for absence; and
- (b) There were no substitutes.

97. **Declarations of Interest**

Minute Number 100 – Pump Room Gardens Restoration Project – Briefing Paper

Councillor Cain declared an interest because he was a member of the Conservation Advisory Forum who had previously considered the planning application at the site.

98. **Minutes**

The minutes of the meeting held on 27 November 2018 were taken as read and signed as a correct record.

99. **Executive Agenda (Non Confidential Items & Reports – Wednesday 9 January 2019)**

The Committee considered the following items which would be discussed at the meeting of the Executive on Wednesday 9 January 2019.

Item 6 – Local Council Tax Reduction Scheme 2019/2020

The Finance & Audit Scrutiny Committee supported the recommendations in the report.

100. **Pump Room Gardens Restoration Project – Briefing Paper**

Following a request from the Committee, Members received a report from Health and Community Protection updating them on the progress of the restoration of the Royal Pump Room Gardens in Leamington.

Prior to discussion on the report, a member of the public, Mr Bradbury, was given permission to address Members in order to raise a number of concerns about the project at the Pump Room Gardens.

The briefing note provided a background and summary of the project, along with a full description of the main contract with IDVerde.

The restoration of the Pump Room Gardens was a £1.4m Heritage Lottery Fund (HLF) project funded through nearly £1m from HLF and further contributions from Warwick District Council (WDC) and the Friends of the Pump Room Gardens (FoPRG). The capital works were being carried out by two contractors: IDVerde, for the main landscaping and works (contract value: £755K) and Lost Art Limited, for the bandstand restoration (contract value: £254K). A separate Activity Plan complemented this work.

The current position was that the main works were approximately three weeks behind the original programme end date of January 2019. Some of these delays had been due to the need to co-ordinate works with the County Council over the approach to the central path (which was adopted), and the negotiations with Western Power Distribution (WPD) over problems with the electrical supply. The remediation works had not added any significant time delay to the project.

Works to York Bridge were omitted from the main contract as the works required were substantially more than originally expected and would now be carried out by the County Council, who had confirmed that work would begin in April 2019 for an eight-week period.

The bandstand was due to be reassembled on site from early January with a completion date of early February. The most significant delays were due to: the need to completely replace the decking which was only apparent when the works were underway; to agree the colour scheme for the bandstand, which took much longer than expected and followed lengthy discussions between Conservation, HLF and the FoPRG; and, agreeing with WPD the means of accessing the electricity supply.

The forecasted final accounts for both contracts were within budget. Whilst there had been some variations to both contracts, there had also been some omissions, and there was no forecasted overall increase in costs. The cost of the Clerk of Works was incorporated within the eligible costs of the project and had been agreed with HLF.

The briefing note also outlined a number of issues relating to Quality of Work and the reputational risk, both locally and with the main funder, HLF.

Prior to the meeting, Councillor Gifford had circulated a number of questions relating to the original budget and variations, the Clerk of Works position, sign off of the remedial works, the 'undercroft' and the electrics contained within this. Officers responded in detail and were thanked for the answers given to all of the questions raised. These responses were shared with the rest of the Committee prior to the meeting and further discussions were had about the bridge, the works being undertaken by the County Council and the responsibility to put right any damage caused.

Officers from Health & Community Protection, Mr Hoof, Mr Poulton and Mr Anderson attended the meeting and answered questions from the Committee.

In response to monitoring the works, officers advised that there was a central spreadsheet which all parties were able to work from. If the issues

were not finished, they would not be signed off and the spreadsheet would effectively work as a snagging list.

Officers were thanked for attending and answering questions from the Committee, along with Mr Bradbury for addressing Members.

Resolved that the briefing note be noted.

101. Executive Agenda (Non-Confidential Items & Reports – Wednesday 9 January 2019)

The Committee considered the following items which would be discussed at the meeting of the Executive on Wednesday 9 January 2019.

Item 4 – Housing Revenue Account (HRA) base budgets 2019/20

The Finance & Audit Scrutiny Committee supported the recommendations in the report.

Item 3 – General Fund Base Budget 2019/20

The Finance & Audit Scrutiny Committee supported the recommendations in the report.

Item 13 – Significant Business Risk Register

The Finance & Audit Scrutiny Committee noted the report but requested that officers would provide a briefing on the recent emergency evacuation at Riverside House, the robustness of the business continuity plan and any lessons learned.

Item 7 – Leisure Development Programme – Phase 2, Kenilworth

Prior to discussion of this item, a member of the public, Ms Green, addressed Members as a representative of Restore Kenilworth Lido.

The Finance & Audit Scrutiny Committee considered requesting a deferral of the decisions, but, on balance, supported the recommendations in the report.

102. Public & Press

Resolved that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following item by reason of the likely disclosure of exempt information within paragraph 3 of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006.

103. Executive Agenda (Confidential Items & Reports – Wednesday 9 January 2019)

The Committee considered the following confidential items which would be discussed at the meeting of the Executive on Wednesday 9 January 2019.

Item 18 – Purchase of premises in Royal Leamington Spa

The Finance & Audit Scrutiny Committee supported the recommendations but raised some concerns which would be detailed in the confidential minutes to the meeting.

(The meeting resumed in public session)

100. Scrutiny of Service Area Performance – Chief Executive

The Committee received a report from the Chief Executive's department which brought together the contract register, risk register and budget for that area.

It had been requested by Members that the service contract and risk registers be considered together, along with details of the budget and performance for the relevant service.

At the Finance & Audit Scrutiny Committee Chair's briefing, Councillor Quinney requested that Appendix B from the same item on the Overview & Scrutiny Committee agenda be circulated to Members of this Committee. Whilst the remit of the two committees was different, it was felt that some of the work detailed in the appendix was also relevant with regards to risk.

The Chief Executive's Office risk register was attached as Appendix A to the report and had last been reviewed on 11 October 2018.

The Chief Executive's Office was responsible for a wide range of services which consequently led to a number of potential risks and there were 15 risks contained in the risk register. Three of those risks were rated "green", eleven rated "amber", and one was rated "red", in accordance with the Council's risk scoring matrix.

The risk rated "red" related to the failure to deliver corporate strategies / initiatives and a number of Risk Mitigation / Control measures were detailed alongside further details in Appendix A to the report.

The Chief Executive's Office contract register was attached at Appendix B to the report. The Chair requested clarification as to why there were still a number of contracts with no signed copy of the contract on file. Mr Jones advised that a number of those contracts were historic and had never had a signed contract connected to them. As a result of this, officers were working with the Procurement team to reconstruct the contracts in order to resolve this issue.

The Chief Executive's Office budget outline was attached as Appendix C to the report and management of this was part of the ongoing processes which ensured that significant variances were discussed with Finance. The budgets were devolved to budget managers, who were responsible for the delivery of specific services, and each budget manager was trained on their responsibilities. Those responsibilities included regular liaison with the relevant accountant in finance to discuss and resolve issues and variances

associated with the budget. Managing expenditure in line with the budget was therefore part of the established practice of the service.

The Deputy Chief Executive presented the report and advised that answers relating to questions raised on the budget would be circulated in due course. In response to the queries raised on Appendix B of the Overview & Scrutiny report, Mr Jones noted the comments that there were a lot of items listed against Risk 11 and would provide more narrative once he had spoken to the relevant officers.

Councillor Illingworth made reference to Risk number 1 relating to disclosure and requested further information about the impact on contingency planning following the recent evacuation of Riverside House. The Deputy Chief Executive provided a brief update and advised Members that a definitive response would be issued in due course.

Resolved that the report be noted.


92. **Review of the Work Programme, Forward Plan Comments from the Executive**

The Committee received a report from Democratic Services that set out its current work programme, the Forward Plan and responses from the comments made by the Committee to the Executive.

The Civic & Committee Services Manager highlighted that the Local Plan Infrastructure Delivery report would be submitted to the February 2019 meeting.

Resolved that the report be noted.

(The meeting ended at 9.18 pm)

 Finance and Audit Committee 5th February 2019		Agenda Item No. 4
Title	Business Portfolio – Service Review	
For further information about this report please contact	Dave Barber Head of Development Services dave.barber@warwickdc.gov.uk 01926 456065 Cllr Noel Butler Business Portfolio Holder and make comments as appropriate	
Wards of the District directly affected		
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?	No	
Date and meeting when issue was last considered and relevant minute number	NA	
Background Papers	NA	

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No
Equality Impact Assessment Undertaken	No
NA	

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	21/1/19	Chris Elliott
Head of Service		Dave Barber
CMT	21/1/19	Bill Hunt
Section 151 Officer	21/1/19	Mike Snow
Monitoring Officer	21/1/19	Andrew Jones
Finance	21/1/19	Mike Snow
Portfolio Holder(s)		Cllr Noel Butler
Consultation & Community Engagement		
NA		
Final Decision?		NA
Suggested next steps (if not final decision please set out below)		

1. **Summary**

- 1.1 This report brings together the contract register, risk register and budget for the Business Portfolio.

2. **Recommendation**

- 2.1 That Finance and Audit Committee should review the Business Portfolio contract register, risk register and budget and make comments as appropriate.

3. **Reasons for the Recommendation**

- 3.1 Following several years of reviewing service contract and risk registers, it has been requested by members that the two registers for each portfolio should be considered together, along with details of the budget and performance for the relevant service.
- 3.2 The Portfolio Holder and Head of Development Services are presenting a report to the Finance and Audit Scrutiny Committee that brings together:
- the risk register relating to the Business Portfolio
 - the contract register relating to the Business Portfolio
 - budget outline relating to the Business Portfolio

It should be noted that Development Services also encompasses the Development Portfolio. Updates relating to the Development Portfolio are not included in this report and were the subject of a separate report to the Committee in November 2018.

3.3 Risk Register

- 3.3.1 The risk register was last reviewed on 4th December 2018. This version of the risk register is set out as Appendix A to this report.
- 3.3.2 The scoring criteria for the risk register are subjective and are based on an assessment of the likelihood of something occurring, and the impact that might occur.
- 3.3.3 In line with the traditional risk matrix approach, greater concern should be focused on those risks plotted towards the top right corner of the matrix whilst the converse is true for those risks plotted towards the bottom left corner of the matrix. If viewed in colour, the former-described set of risks are within the area shaded red, whilst the latter-described set of risks are within the area shaded green; the mid-range are in the area seen as yellow.
- 3.3.4 The Business Portfolio is responsible for a wide range of services which consequently lead to a number of potential risks. There are 19 risks contained in the risk register.
- 3.3.5 There are 4 risks rated "green", 14 rated "yellow", and 1 rated "red", in accordance with the Council's risk scoring matrix. The risk rated red is the risk of *"Network Rail arches to be sold (confirmed - this refers to ALL arches whether under active or inactive tracks)"*
- 3.3.6 As with all the risks in the register, it is the controls and mitigations that are being undertaken to control the risks that are of importance. These reflect the tangible actions over which there is more control. As a result many of the risks

have reduced in likelihood over time which explains why a significant proportion are now within the “yellow” band. In addition a number of risks that were included within the risk register in previous years have now fallen away.

3.4 Contract Register

3.4.1 The latest version of the contract register in so far as it relates to the Development Portfolio is set out in Appendix B and was last reviewed on 4th December 2018. There are 12 live contracts listed. All the contracts reviews planned for 2018 have been completed.

3.5 Budget

3.5.1 Details of Development Services budgets (as relevant to the Business Portfolio) are included as Appendix C.

3.5.2 Management of the budget set out in Appendix C is part of the ongoing processes which ensures that significant variances are discussed with finance. The budgets are devolved to budget managers who are responsible for the delivery of specific services. Each budget manager is trained on their responsibilities. Those responsibilities include regular liaison with the relevant accountant in finance to discuss and resolve issues and variances associated with the budget. Managing expenditure in line with the budget is therefore part of the established practice of the service.

3.5.3 There are two ongoing issues within the portfolio’s budgets. These are:

- Events budget: one of the outcomes of the 2017 Events review was to reduce the costs to events organisers for holding events within the District. In particular, it was planned to reduce costs associated with the use of the Council’s open spaces and the collection of waste. Adjustments were made to the Medium Term Financial Strategy to take account of this. However, as a result of these changes, 2018 has seen a significant increase in the number of events taking place within the District – rising from 100 in 2017 to 126 in 2018. This may in part be as result of the reduced costs, in which case the Events Review has been successful in achieving one of its aims. However the result of this has been that additional costs have been incurred by the Events budget and as a result this budget is likely to be overspent by around £25,000. This issue has been highlighted to colleagues in finance and discussions are taking place to consider whether the 2019/20 budget proposals should take this in to account.
- Christmas lights installation budgets: in 2016, the Christmas lights budgets were reduced as part of the ongoing savings that Development Services were required to make. At that time it was intended that the resulting shortfall would be balanced by additional income arising from sponsorship of Christmas lights. In practice this has proved difficult to achieve as too many sponsored banners detract from the image of the lights and the other Christmas decorations. Further, partner organisations have also sought sponsorship for overlapping costs such as the purchase of new lights (as opposed to their installation). As a result the income forecasts have not been met and there is a resulting shortfall in the budget which will be addressed through the procurement of new lights installation contracts and the alignment of budgets to the new contract value.

4. **Policy Framework**

4.1 **Fit for the Future (FFF)**

"The Council's FFF Strategy is designed to deliver the Vision for the District of making it a Great Place to Live, Work and Visit. To that end amongst other things the FFF Strategy contains several Key projects.

"The FFF Strategy has 3 strands – People, Services and Money and each has an external and internal element to it. The table below illustrates the impact of this proposal if any in relation to the Council's FFF Strategy."

FFF Strands		
People	Services	Money
External		
Health, Homes, Communities	Green, Clean, Safe	Infrastructure, Enterprise, Employment
<u>Intended outcomes:</u> Improved health for all Neighbourhood needs for all met Impressive cultural and sports activities Cohesive and active communities	<u>Intended outcomes:</u> Area has well looked after public spaces All communities have access to decent open space Improved air quality Low levels of crime and ASB	<u>Intended outcomes:</u> Dynamic and diverse local economy Vibrant town centres Improved performance/ productivity of local economy Increased employment and income levels
Impacts of Proposal		
The Business Portfolio plays a key role in supporting the delivery of key projects many of which have important implications for homes, health and communities.	The Business Portfolio plays a key role in supporting the delivery of key projects many of which have important implications for the quality and appreciation of the public realm.	The Business Portfolio is directly concerned with promoting and supporting a dynamic and diverse economy. All elements of the Portfolio's work are undertaken with this aim in mind including Economic Development, Business Support and Events, Projects and Enterprise.
Internal		
Effective Staff	Maintain or Improve Services	Firm Financial Footing over the Longer Term
<u>Intended outcomes:</u> All staff are properly trained All staff have the appropriate tools All staff are engaged, empowered and supported The right people are in the right job with the right skills and right behaviours	<u>Intended outcomes:</u> Focusing on our customers' needs Continuously improve our processes Increase the digital provision of services	<u>Intended outcomes:</u> Better return/use of our assets Full Cost accounting Continued cost management Maximise income earning opportunities Seek best value for money
Impacts of Proposal		
Staff are continually	The Service Area is	Development Services

developed using a range of methods including formal courses, in-house training and attendance at seminars, conferences or regional bodies.	continually looking at ways of improving the way services are delivered to customers, through improved working practices and use of ICT.	ensures that any expenditure achieves the best value for money. It is also responsible for income streams (including the Enterprise Service rental income) which are continually reviewed to ensure income targets are met, and exceeded where possible.
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4.2 Supporting Strategies

- 4.2.1 The Prosperity Theme of Fit for the Future provides an important framework to shape the work of the Business Portfolio. To build on this the service will shortly embark on work to prepare an economic development strategy in light of updated economic data commissioned from the County Council, including investment of time and money in to key economic sectors such as Advanced Manufacturing, digital industries and the tourism sector. The Local Plan is key to the work of Development Services, including ensuring that businesses are supported and sufficient employment land is available to meet future business needs. The policies of the Local Plan are used many times every day to ensure high quality developments, business support and projects are supported.
- 4.2.2 The report also relates to the Medium Term financial strategy and sets out how Development Services is delivering its financial commitments.

4.3 Changes to Existing Policies

- 4.3.1 There are no changes to existing policies as a result of this report.

5. Budgetary Framework

- 5.1 Details of the Development Services budgets are set out in section 3.5 above and appendix C.
- 5.2 Annual Budgets for Development Services are set by the Executive on an annual basis and budget reports are routinely considered by the Senior Management Team, with quarterly reports issued to the Executive.

6. Risks

- 6.1 Details of the Development Portfolio Risk Register has been included in para 3.3 and Appendix A.

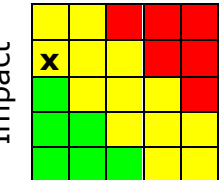
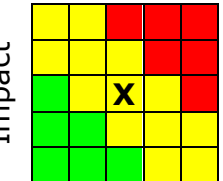
7. Alternative Option(s) considered

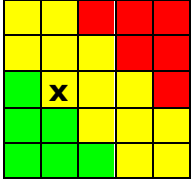
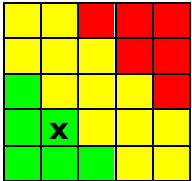
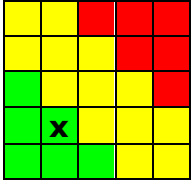
- 7.1 As this report is predominantly for information, at the request of the Finance and Audit Committee, no other options are proposed.

Development Services Risk Register (Business Portfolio)

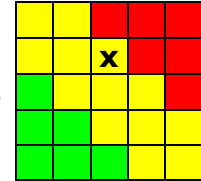
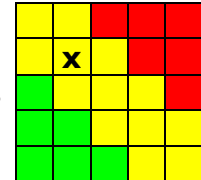
Most recent review: December 2018 (unless otherwise stated)

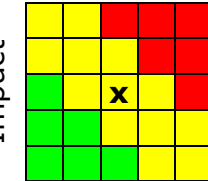
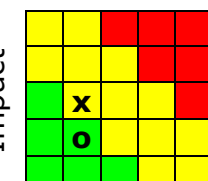
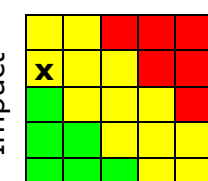
x Current position
o Previous position if changed

RiskDescription	PossibleTriggers	Possible Consequences	Risk Mitigation/Control	Officer	Action(s)	Resource	Due Date	Residual Risk Rating
Generic Risks								
1. Failure to comply with Health and Safety requirements	Staff not assessing risks adequately/at all Lack of awareness Lone working System failure On site hazards	Physical/verbal attacks on staff Injury to staff Compensation claims Reputational damage	Risk assessments done on a regular basis Equipment provided to ensure contact possible in cases of emergency Procedures in place/adequate training Manage risks through "Assessnet" reminders as required Continue to operate and monitor lone worker policy Health and Safety a standard agenda item on team and section meeting agendas	All managers	Update risk policies and procedures relating to site visits where construction is taking place	DB/	Ongoing	 <p>Dec 18: No change</p>
2. Failure of IT	Computer system breaks down Power failure Malicious acts/hacking of system Poor knowledge/understanding of system	Unable to continue with the service Systems not set up adequately resulting in additional work Impact on Planning Committee and WDC reputation.	Adequate back-up system in place and is maintained by IT. Business Continuity Plan in place and reviewed (as required corporately) (most recent review Jan 2018) On-going engagement with IT	All managers	Ensure that all staff adhere to IT protocols and policies and read meta compliance notices	Staff time/funding	Ongoing	 <p>Dec 18: No change since last review</p>

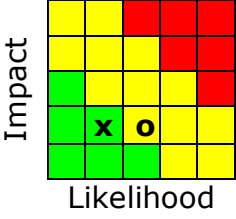
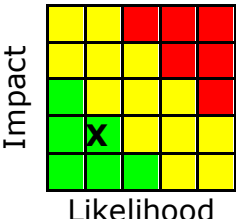
RiskDescription	PossibleTriggers	Possible Consequences	Risk Mitigation/Control	Officer	Action(s)	Resource	Due Date	Residual Risk Rating
3. Lack of staff resources	<p>Loss of key staff/knowledge</p> <p>Lack of staff cover for emergency/bank holiday</p> <p>Lack of ability to support corporate projects</p>	<p>Staff not skilled to be able to respond to service area matters</p> <p>Unable to respond to emergencies – may result in harm/injury/death</p> <p>Unauthorised developments taking place</p> <p>Impact on quality and efficiency of service</p>	<p>Ensure that training and development of knowledge about the service is shared amongst a number of staff to provide resilience</p> <p>one-to-one discussions and appraisals take place to discuss staff development</p>	All managers	<p>Annually review the succession planning section of the service plan</p> <p>Ensure that recruitment of staff is done promptly and as a priority</p>	Staff time	Ongoing	<p>Impact</p>  <p>Likelihood</p> <p>Dec 18: No change</p>
4. Inadequate training	<p>Lack of time to invest in training</p> <p>Corporate financial pressures</p> <p>Other training pressures elsewhere in the organisation</p>	<p>Staff not skilled or experienced enough to be able to provide the service necessary</p> <p>Impact on quality and efficiency of service</p>	<p>Training plans to be in place and reviewed regularly</p> <p>Budget required to invest in staff</p> <p>Head of service work with colleagues in CMT and SMT to underline the importance of training for long term service delivery</p> <p>Development service training matrix in place</p>	All managers	Ensure through appraisals that training is being identified through Personal Development Plans (PDPs) and needs met	Staff time Budget	Annual	<p>Impact</p>  <p>Likelihood</p> <p>Dec 18: No change since last review</p>
5. Impact of legislation changes	<p>Staff not keeping abreast of changes</p> <p>Staff not keeping to Continuing Professional Development (CPD) requirements</p>	<p>Statutory procedures not followed</p> <p>Complaints upheld</p> <p>Reputational damage</p> <p>Loss of professional accreditation</p>	<p>Training plans</p> <p>Officers to ensure they keep their CPD up to date</p> <p>Monthly lunchtime briefings take place for all Development Services staff</p>	All managers	Thorough appraisals ensure that staff are completing adequate training	Staff time/ funding for training	Ongoing	<p>Impact</p>  <p>Likelihood</p> <p>Dec 18 : No change since last review</p>

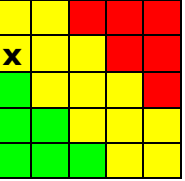
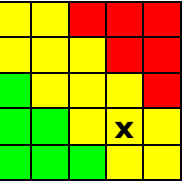
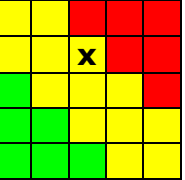
Development Services Risk Register (Projects and Development)

Risk Description	PossibleTriggers	Possible Consequences	Risk Mitigation/Control	Officer	Action(s)	Resource	Due Date	Residual Risk Rating
6. Destination Management Organisation (DMO) - Shakespeare's England - fails to deliver desired outputs	DMO dominated by Stratford businesses Private Sector leadership falls away Private sector support inadequate Loss of political backing and inadequate priority given to this element of the teams work	Loss of tourism company Reduced vistors to the District Loss of Visit England recognition and extra funding Public sector dominated company	Pro-active encouragement of WD tourism businesses to join DMO Support for DMO Board and company officers to deliver agreed outputs.	MO'N	Ongoing regular meetings being organised with businesses Prepare evidence to demonstrate impact of tourism for WDC's towns. Key tourism business leaders being supported by officers DMO staff to hot desk at WDC Renegotiation of grant leading to delivery of specific KPIs Regular reporting of KPI progress to officers and members	Staff Time Funding	Ongoing	 <p>Dec 18: No change since last review</p>
7. Failure to deliver Economic Prosperity in line with FFF priorities	Lack of staff resources Ineffective prioritisation	Loss of funding for Economic Development Failure to grow business base in district Closure of companies or relocation outside the District Failure to attract Inward Investment Undermines employment sites	Develop and maintain a clear Policy and Projects Section plan focusing on economic prosperity Implement business support review Ensure timelines and milestones met Use robust data as base of Strategy Work with Portfolio Holder/CMT to ensure buy-in Work with external partners	MO / SL	Deliver and monitor Policy and Projects Section plan for economic prosperity Regular reviews Utilise WCC Economic Analysis offer	Time Staff Funding	Ongoing	 <p>Dec 18: No change since last quarter review</p>

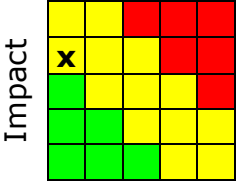
8. Reduction in funding from businesses towards committed activities – eg: Christmas Lights, promotional guides,BID renewal	Wider economic environment Quality of offer Inadequate time to fundraise	Reduction in activities/lights Council reputation	Ensure Christmas Lights contracts are flexible and within budget tolerances where possible Work with partners to identify alternative sources of funding Review lights contracts in Leamington	MO	Contracts awarded to allow flexibility Work with partners to identify alternative sources of funding Need to ensure 2018/19 budgets align with Christmas lights and other costs	Funding staff	Ongoing	 <p>Impact</p> <p>Likelihood</p> <p>Dec 18: No change since last review</p>
9. Ineffective working with town centre partnerships and other organisations involved with business networking and support	Insufficient business engagement Partnerships becoming an overly political environment that turns off business Partners do not see the value/insufficient delivery	Lack of awareness of business priorities Lack of support for town centre activities which focus on businesses	Deliver town centre action plans Effective support for events which deliver economic wellbeing for the towns	MO	Implement business support review including supporting new arrangement in Kenilworth and Warwick Continue to support events which deliver economic wellbeing for the towns Specifically develop a “Thriving Leamington” plan in context of displacement strategy Support for Kenilworth through successful BLEF bid (lead by KTC)	Staff time	Ongoing	 <p>Impact</p> <p>Likelihood</p> <p>Dec18 : Risk increased to reflect ongoing support needs for Warwick, Kenilworth and Leamington</p>
10. Failure to manage or appropriately support Events within the District	Insufficient staff cover Failure to follow procedure Unexpected occurrences	Unsafe Event Injury to customers, participants Damage to open space or equipment Damage to reputation	Use of Operational Procedure (i.e. risk assessments, PLI cover) format to ensure all appropriate plans and contingency arrangements are in place Rotation of staff amongst events	MO	Event policy document and events manual to be considered by Exec in September Training for BS&E Officers	Staff Training	Ongoing	 <p>Impact</p> <p>Likelihood</p> <p>Dec 18 : No change since last quarter review</p>

11. Enterprise: Unable to secure a contract variation or written confirmation that Homes & Communities Agency (HCA) will not seek revenue share (expires 2019)	Change of HCA monitoring officer HCA insist on contract compliance Proposed new delivery model notice	88% of net income from Althorpe Enterprise Hub (AEH) to be shared Possible loss of net surplus to WDC	Legal confirmed that any share should be based on 'net' and not 'gross'. To date HCA have not drawn any share (although HCA fail to provide written confirmation)	GS	Continue to provide net income figures to HCA annually	Staff Time Funding (if risk not mitigated)	Ongoing (until 2019/20)	<div> <div>Impact</div> <div>Likelihood</div> </div> <p>Dec 18 : No change since last quarter review</p>
12. Enterprise: Loss of tenants at Althorpe Enterprise Hub (AEH), Court St Creative Arches (CSCA) and 26 Hamilton Terrace (26HT)	Economy stalling/ recession Inability to provide service tenants expect Should new competition emerge, thereby reducing demand Loss of car parking provision (such as Court Street)	Increase in net costs of operation CSCA Shutting of AEH Loss of current surplus (and any further potential to generate increased income)	<p>Training for all staff</p> <p>Regular meetings with tenants</p> <p>Tenant satisfaction monitoring</p> <p>To maintain focus with marketing, including digital marketing and website improvements</p> <p>Programme of events to support businesses</p> <p>Regular liaison with tenants</p> <p>Regular liaison with commercial agents</p> <p>Networking with potential tenants</p> <p>Business support programme European Structural and Investment Fund (ESIF)</p>	GS		Staff Time Funding	Ongoing	<div> <div>Impact</div> <div>Likelihood</div> </div> <p>Dec18 : No change since last quarter review</p>

13. Enterprise: Management of sub-leases on behalf of Network Rail (NR): loss of confidence of NR in WDC's ability to manage sub-leases	<p>Tenants carrying out unauthorised works to CSCA in contravention of Network Rail contracts</p> <p>Constant change of Network Rail Surveyors and Lawyers resulting in loss of continuity and advantage which comes with building positive relationships</p>	<p>Greater scrutiny of all arches by Network Rail including increases in maintenance visits</p> <p>Increased cost to WDC of facilitating additional visits and compensating tenants</p>	<p>Close liaison with tenants</p> <p>Robust management of tenant obligations relating to the arches</p> <p>Adhere to new progressive procedures negotiated: Network Rail have now removed themselves from the lettings process</p> <p>Building surveyor meetings with new tenants ahead of any works proposed or commencing</p>	GS	Maintain programme of regular inspections by WDC surveyors	Staff Time	Ongoing	 <p>Dec 18 Reduced to reflect good relationship with Network Rail:</p>
14. Enterprise: Public Liability (PL) Insurance Court St. Creative Arches (CSCA)	<p>A major issue causes a Court St Creative Arches (CSCA)'s tenant to be insufficiently covered for Public Liability under their own insurance. Under the sub lease tenants are required to hold cover of at least £5m. Under WDC's head lease with Network Rail the minimum cover required is £10m. NR lease deemed to be too onerous for SMEs (Small & Medium Enterprises) where £5m is the norm. (Although some general movement upwards has been recognised).</p>	<p>Under the head lease the loss would fall to WDC – (however WDC PL Insurance cover is at £25m)</p> <p>WDC's insurance excess of £25m is triggered.</p>	<p>WDC are covered under our PL insurance policy</p> <p>Maintain £25m of PL insurance cover</p>	GS Support from Insurance officer	Encourage more tenants to have £10m cover	Staff Time	Ongoing	 <p>Dec 18 : No change since last quarter review</p>

15. Enterprise: Failure to attain contracted outputs of 'new businesses created' and 'jobs created' for Local Enterprise Partnership (LEP) (funding for project secured through the LEP's Growth Fund)	Town gaming cluster and local talent disperse (to wider county or UK), reducing the local demand or growth potential UK gaming industry suffers globally, reducing demand For economic or industry driven reasons, offspring surge declines - reduction in demand for incubation space	Coventry and Birmingham ready to entice Lack of suitable commercial space in town is having a negative impact generally across all businesses and commercial sectors Technology may change again – e.g. mobile devices etc, new technology prompted the emergence of the off-spring developer (micro studio)	Work with partners to ensure local companies are (managed and) supported to achieve their growth/find suitable accommodation Continue to promote the district to ensure the District retains and/or supports growth of existing cluster Realistic projected outputs for 2016/7 show that we are on target	GS	Ongoing promotion of the District Ongoing support and programmes for the gaming sector	Staff Time Funding	Ongoing	Impact  Likelihood Dec 18 : No change since last quarter review
16. Enterprise: The Heat Network (metering and billing) regulations 2014. Impacting financially in one of two ways: • budget costs for installations • failure to comply results in fines	The requirements will be triggered once the Government publish clear guidance and a calculator on which buildings are liable Guidance will be published imminently – date has yet to be confirmed	Need to find a budget for these works for all liable buildings Potential to fail to adhere to legislation and incur fines	Ensure Property Services maintain a watching brief on Government Guidance/calculator and when available provide information on liability and requirements	GS	Once Guidance published identify which of the buildings in the services in liable GS to liaise with Assets team, to identify requirements and costs	Budget	TBC (depends on Gov guidance)	Impact  Likelihood Dec 18 : No change since last review
17. Enterprise: Lack of insurance policy (WDC currently only insurance buildings for fire and malicious damage) In the event of a burglary any resulting loss is at the mercy of WDC's insurance reserve fund. This could pose financial risk to projects and ring fenced budget.	A burglary at Althorpe Enterprise Hub, 26HT or Spencer Yard (the former two additionally contain WDC property) N.B. this risk excludes Court St. Creative Arches which is covered through Network Rail building insurance policy	The insurance reserve fund may not have the necessary available budget to meet the loss incurred. The 'policy' referred to when determining insurance cover, excludes all consequential loss and only covers damage repairs and loss of property	Review all buildings security and, where deemed appropriate and if practicable, make any necessary enhancements	GS DB	Review security at Spencer Yard and 26HT and obtain necessary quotations Ensure adequate budgets are available – could budget be available through the general fund to support any enhancements to security across the portfolio?	Staff time Budget	October 2018	Impact  Likelihood Dec 18 : No change since last quarter review

18. Enterprise: Network Rail arches to be sold (confirmed - this refers to ALL arches whether under active or inactive tracks)	<p>Directly linked to the sale of the arches. Date TBC.</p> <p>Providing that all leases are transferred (as is indicated on NR website) then the actual impact will only occur upon expiry of headlease – March 2024</p> <p>(No formal notification has been provided by Network Rail currently our knowledge is limited to media coverage and FAQs on NR website)</p>	<p>Providing all leases are transferred (as indicated on NR website) then consequences are as follows: -</p> <p>Uncertainty as to whether new owner will enter into a new lease with WDC post March 2024. They could decide to take on individual leases directly for each arch. (Quite likely as fully occupied, higher return on their investment).</p> <p>This would have a detrimental effect on Enterprise income and therefore annual surplus</p> <p>This would have an impact on the Creative Quarter scheme</p>	<p>In the process of seeking clarification from Network Rail</p> <p>Meet with new owner to discuss their plans – review strategy, potential to negotiate(?) – mitigation plans can be further bolstered only once armed with knowledge and very much dependant upon outcome of this meeting)</p>	GS	<p>Ongoing liaison with NR</p> <p>Once acquisition takes place, meet with new owner to discuss plans</p>	<p>Staff time</p> <p>Budget</p>	Unknown /TBC (ongoing)	<div> <div> <div>Impact</div> <div>Likelihood</div> </div> <p>Dec 18 : Impact reduced to reflect distance to maturity and current lease arrangements which potentially provide some protection</p> </div>
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<p>19. Projects: Failure to complete feasibility assessments for potential projects within timescale and budget</p>	<p>Inadequate budget to fund necessary feasibility and other technical work</p> <p>Time constraints and pressures on colleagues within Development Services and other service areas</p> <p>Inability to agree suitable working arrangements with any external partners, individuals and bodies</p> <p>Concerns over quality and scope of available information</p> <p>Unrealistic expectations of team capacity.</p> <p>Lack of (or changing) member support for project.</p>	<p>Inadequate resources (financial / staffing) to complete feasibility assessments.</p> <p>Inadequate or incomplete advice is given</p> <p>Potential for poor decision making leading to additional costs, poor quality development, legal challenges, adverse impact on delivery of council services and reputational damage.</p> <p>Risk of "good" projects not receiving member support.</p>	<p>Ensure that there is corporate agreement on priority and resource requirements of feasibility stages before they commence.</p> <p>Ensure budgets agreed before project work commences.</p> <p>Ensure that a "project sponsor" is identified</p> <p>Ensure that legal and other support is available.</p> <p>Ensure good communication with members and stakeholders.</p>	<p>PC/MO</p> <p>Other HoS as appropriate to the project</p>	<p>Ensure there is an agreed Project Mandate in place to enable early scoping work to take place.</p> <p>Understand core project requirements and then ensure projects (including resources and appointment of Project Sponsor and Project Board/Team) are agreed with SMT before projects commence.</p> <p>Ensure that adequate budgets are available.</p> <p>Undertake early engagement with external partners and other stakeholders.</p> <p>Agree communications strategy at start of project. Ensure that Executive and ward councillors are kept informed.</p>	<p>Staff time</p> <p>Budget</p>	<p>Ongoing</p>	<div data-bbox="2694 596 2914 768">  </div> <p>Likelihood Dec 18 : No change since last quarter review</p>
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DB – Dave Barber
GS – Gayle Spencer
PC – Phil Clarke
DBu – Dave Butler
MO = Martin O’Neill

Business Portfolio Contract register

Update 4th December 2018

Contract Reference Number	Procurement Procedure	Contract Title	Description	Supplier	Contact	Start date	End date	Review Dates	Annual budget £	Contract value £	2017-18 Spend against contract £	Extension Option	Comments - including price change provisions and review dates.	Signed Contract Agreement is with CST (Deed Store) YES / NO. The Deed Store reference number is also required! If the answer is NO please give reasons why . If only electronic version held, put N/A and enter link for electronic contract in next column	Electronic copy of Contract Agreement? - if YES - please supply file location path. All electronic copies should be stored centrally on the L drive: L:\Works Contracts for Procurement\Electronic contracts
DS40DA0116	Direct Award	Maintenance support for RDC telephone system	Provides cover for equipment and maintenance of an ageing telephone system	RDC Communications	Gayle Spencer	27/01/2016	26/01/2020	26/10/2019	850	850	877.41	Annually reviewed	Reviewed and renewed, on a rolling arrangement, on an annual basis. Limited capacity to move suppliers.	N/A	YES: L:\Works Contracts for Procurement\Electronic contracts
DS07LV0115	Open: Published Invitation to Tender	General Markets contract	provision of general retail market	CJ's Events Warwickshire Limited	Martin O'Neill	01/02/2015	31/01/2020	01/06/2019	net income of £34,000	concession	nil	Option to extend for a further 2 years	Concessions contract.	YES C3/2015, C2/2017, C28/2014	
DS59LV1218	Invitation to Quote (2+ Suppliers)	Cleaning for Althorpe Enterprise Hib and 26 Hamilton Terrace (26HT)	Internal cleaning for offices, toilet facilities, kitchen and communal areas at AEH and 26HT	Goldcrest Cleaning	Gayle Spencer	01/12/2018	30/11/2021	01/12/2019	10,340	51,700	N/A	Option to extend for further 2 years	Consolidated 2 separate contracts for cleaning of 2 buildings. Procured via an RFQ	N/A	New contract December 2018. Update on documentation to be provided
DS04LV0914	Open: Published Invitation to Tender	Kenilworth Christmas Lights	Contract for erection, dismantling and storage of christmas illuminations in Kenilworth	Hi Lite Electrical Ltd	Martin O'Neill	01/11/2014	31/10/2019	01/03/2019	16,765	88,122	21,417.00	Option to extend for a further 2 years	Following review, and consultation with contractor, contract extended for further 2 years	YES C14/2013	
DS27LV0615	Open: Published Invitation to Tender	Specialist Markets Contract	Provision of Autumn and Yuletide Markets	EG Skett Co	Martin O'Neill	01/06/2015	01/01/2020	01/06/2019	£12000 (income)	£60,000 (income)	nil	Option to extend for 2 years	New contract 2015-18/20.	YES - C2/2018	
CS48LV0615	Open: Published Invitation to Tender	Bowls Car Park Management	Management of the Car Park facilities at the Bowls England Championships based at Victoria Park	CJ's Events Warwickshire Limited	Martin O'Neill	01/07/2015	31/03/2020	31/01/2020	23,553	117,763	23,552.60	Option to extend for a further 4 year period	Option taken to roll on contract for a further year.	YES - C2/2017	

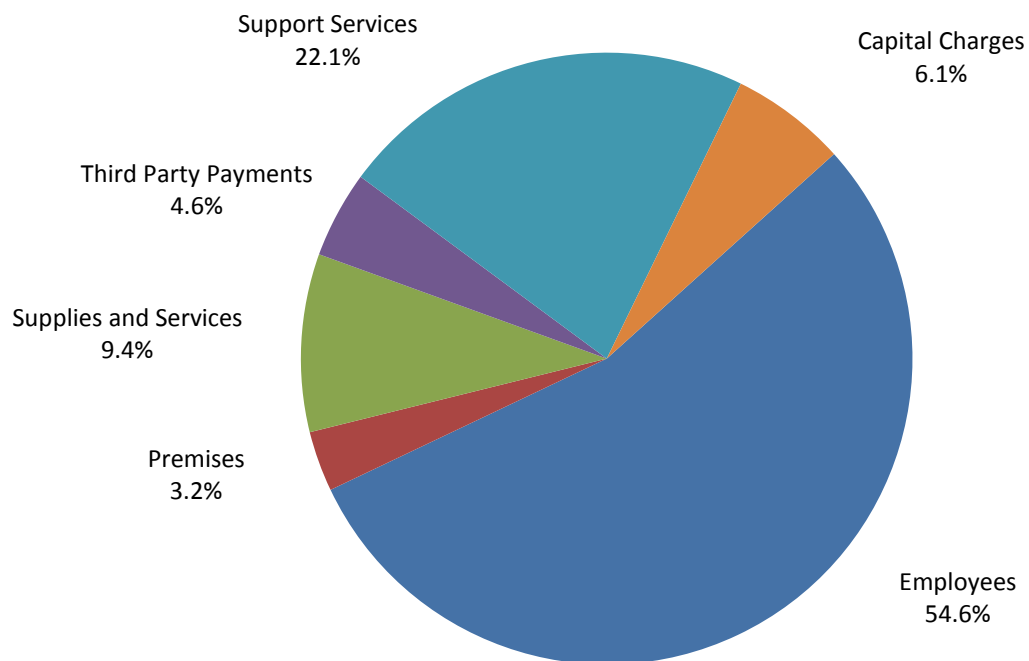
Appendix B

DS48DA0815	Direct Award by Exemption	Warwick Mop license/operating agreement	License/agreement to allow mop to occur in Warwick	Wilson's Amusements (Redditch) Ltd	Martin O'Neill	10/08/2015	09/08/2025	01/02/2025	0	0	6,147	None	6 months notice to terminate/make changes. This is a licence agreement, so does not need to appear on the register, however, in the interests of transparency and due to the nature of the licence, we have chosen to publish this information.	YES	YES - L:\Works Contracts for Procurement\Electronic contracts\Development Services\2015_16\DS48DA0815_Mop license agreement
DS500J1017	Competative Dialogue: Published Invitation to Tender	Creative Quarter	Regeneration Partner for Creative Quarter, Royal Leamington Spa	Complex Development Projects	Phil Clarke	06/11/2017	05/11/2027	01/11/2019	Nil	Nil	10,000	Yes - 5 years	WDC has signed a collaboration agreement to bring forward proposals for a Creative Quarter in Leamington with CDP. Although a 10 year partnership, there is a 2 year "phase 1" and the review date has been timed to coincide with this.	YES - C27/2017	
DS54DA0118	Direct Award by Exemption	Althorpe Security System	install a suitable alarm for Althorpe enterprise hub	Justice security systems	Gayle Spencer	12/01/2018	12/01/2028	30/01/2020	911	13,002	4,912		Exemption form signed, allowing for up to ten years.	N/A	YES - L:\Works Contracts for Procurement\Electronic contracts\Development Services\2017_18\DS54DA0118_Althorpe intruder alarm
DS56DA0818	Direct Award by Exemption	Broadband and wi-fi provider and maintenance support for Althorpe	Data and comms connectivity and management	Konnex	Gayle Spencer	07/08/2018	06/08/2020	15/02/2020	6,579	13,158	0.00	N/A		N/A	YES - L:\Works Contracts for Procurement\Electronic contracts\Development Services\2018_19\DS56DA0818_Althorpe data provider
DS57DA0818	Direct Award by Exemption	Data & Phone Communication 26HT	Data & Phone Communication 26HT	Konnex	Gayle Spencer	07/08/2018	06/08/2020	15/02/2020	5,261	10,522	0.00	N/A		N/A	YES - L:\Works Contracts for Procurement\Electronic contracts\Development Services\2018_19\DS57DA0818_26HT data provider
DS58DA0818	Direct Award by Exemption	Leased circuit (3 year deal)		Virgin via Konnex	Gayle Spencer	07/08/2018	06/08/2021	15/02/2020	4,320	12,960	0.00	N/A		N/A	YES - L:\Works Contracts for Procurement\Electronic contracts\Development Services\2018_19\DS58DA0818_Virgin leased circuit

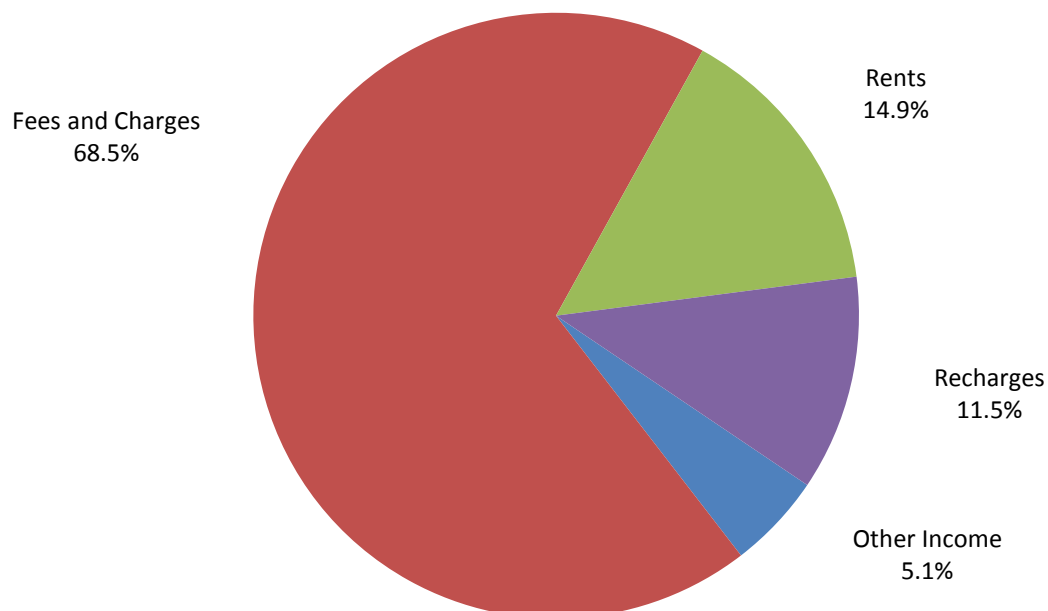
Development Services (Business Portfolio) Budget 2018/19

	ACTUAL 2016/17 £	ORIGINAL BUDGET 2017/18 £	LATEST BUDGET 2017/18 £	ORIGINAL BUDGET 2018/19 £
<u>BUSINESS PORTFOLIO</u>				
S1035 CHRISTMAS ILLUMINATIONS	34,827	25,500	25,400	25,700
S1240 MARKETS + MOPS	(11,186)	(17,500)	(20,800)	(21,100)
S1249 EVENTS MANAGEMENT	279,132	77,100	147,000	340,200
S2100 ORGANISATIONAL DEVELOPMENT	-	-	-	-
S3170 KENILWORTH PUBLIC SERVICE CENTRE	38,612	51,600	46,400	78,600
S3550 TOURISM	193,069	202,000	197,600	187,300
S3600 ECONOMIC DEVELOPMENT	887,754	143,400	363,100	144,600
S3650 ECONOMIC REGENERATION	71,763	60,200	67,300	66,300
S3660 ENTERPRISE DEVELOPMENT	74,063	24,600	74,700	114,100
S3676 26HT	(11,996)	(5,600)	(19,000)	(18,800)
<u>SUBJECTIVE ANALYSIS (ALL DEVELOPMENTS SERVICES):</u>				
<u>EXPENDITURE:</u>				
Employees	2,523,045	2,543,100	2,826,500	2,993,100
Premises	204,048	173,400	172,400	176,300
Transport	73,082	78,300	71,500	46,400
Supplies and Services	471,791	452,500	503,000	469,300
Third Party Payments	546,371	263,800	597,300	249,200
Support Services	1,026,111	1,124,800	1,248,900	1,212,300
Capital Charges	816,777	71,300	71,300	336,000
TOTAL EXPENDITURE	5,661,225	4,707,200	5,490,900	5,482,600
<u>INCOME:</u>				
Government Grants	(14,965)	-	-	-
Other Grants and Contributions	(41,736)	(19,200)	(19,200)	(19,200)
Sales	(15,125)	(13,300)	(13,300)	(13,300)
Other Income	(159,165)	(141,500)	(141,500)	(141,500)
Fees and Charges	(2,086,902)	(2,109,200)	(2,431,000)	(2,338,200)
Rents	(445,548)	(463,000)	(494,200)	(506,500)
Recharges	(280,638)	(382,900)	(397,900)	(393,500)
TOTAL INCOME	(3,044,079)	(3,129,100)	(3,497,100)	(3,412,200)
NET COST OF DEVELOPMENT SERVICES & BUSINESS	2,617,146	1,578,100	1,993,800	2,070,400

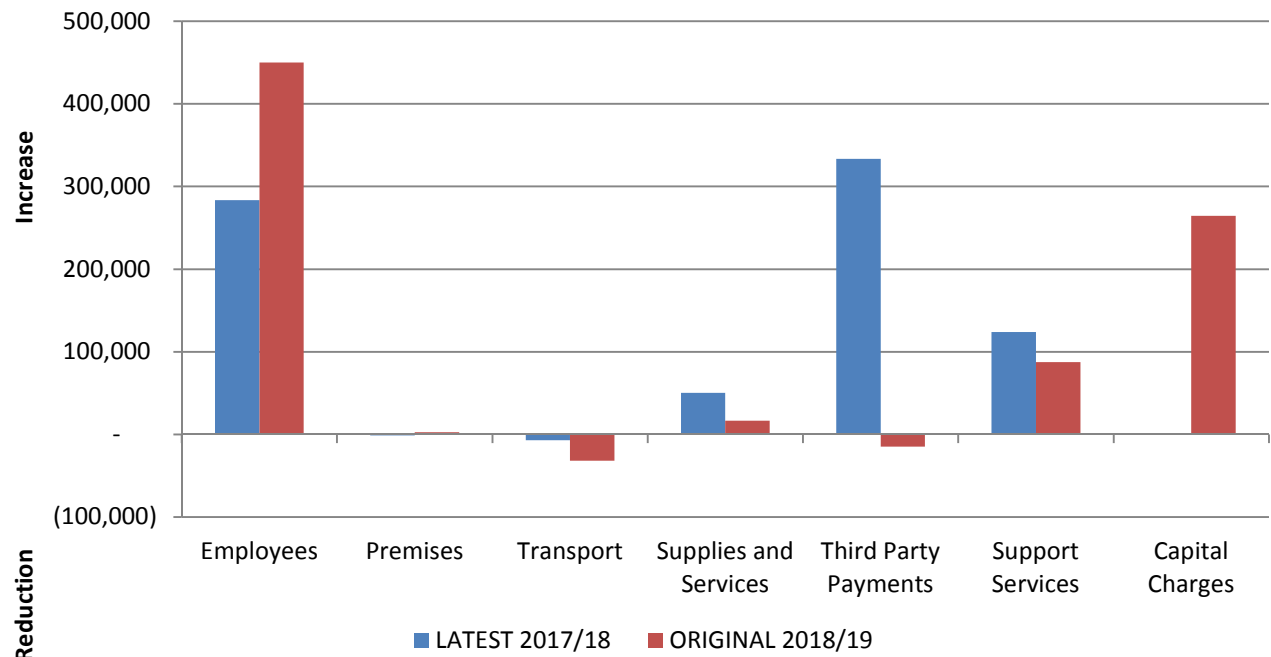
DEVELOPMENT SERVICES & BUSINESS EXPENDITURE - 2018/19 BUDGETS



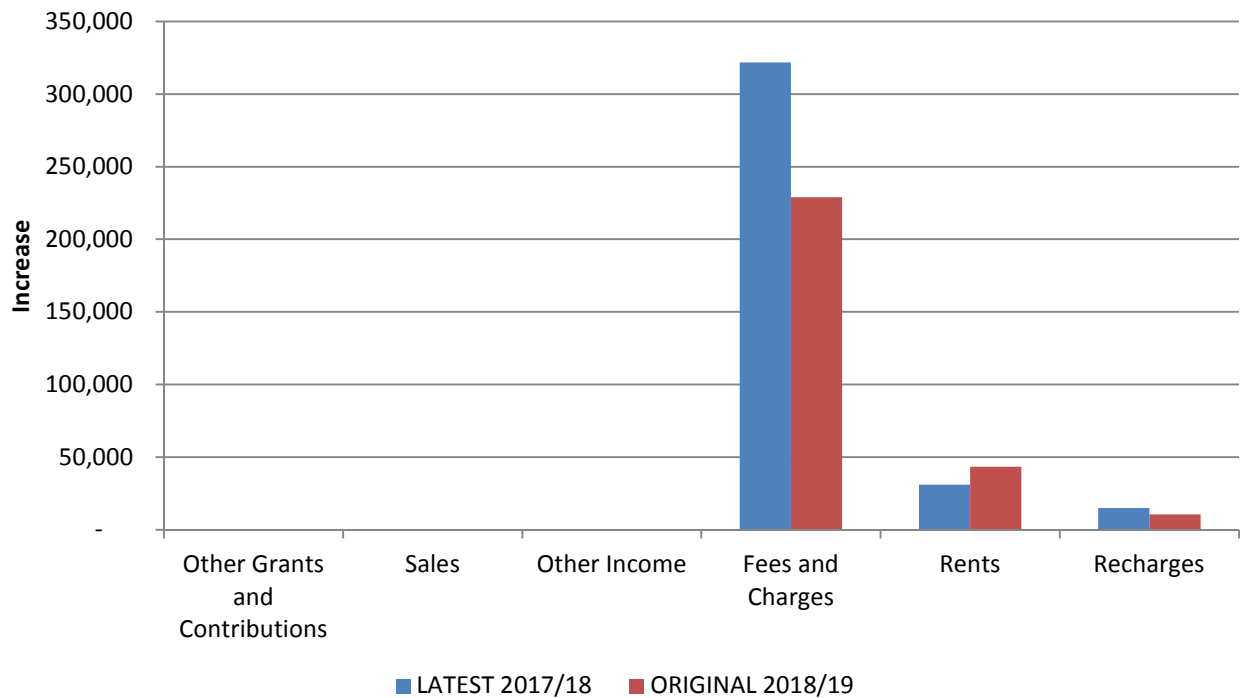
DEVELOPMENT SERVICES & BUSINESS INCOME - 2018/19 BUDGETS



DEVELOPMENT SERVICES & BUSINESS EXPENDITURE: CHANGE FROM 2017/18 ORIGINAL (£)



DEVELOPMENT SERVICES & BUSINESS INCOME: CHANGE FROM 2017/18 ORIGINAL (£)



DEVELOPMENT SERVICES and BUSINESS

	ACTUAL 2016/17 £	ORIGINAL BUDGET 2017/18 £	LATEST BUDGET 2017/18 £	ORIGINAL BUDGET 2018/19 £
S1035 CHRISTMAS ILLUMINATIONS				
DIRECT EXPENDITURE				
Supplies and Services	86,729	59,700	59,700	59,700
TOTAL DIRECT EXPENDITURE	86,729	59,700	59,700	59,700
DIRECT INCOME				
Other Income	(53,623)	(36,400)	(36,400)	(36,400)
TOTAL DIRECT INCOME	(53,623)	(36,400)	(36,400)	(36,400)
NET DIRECT (INCOME) / EXPENDITURE	33,106	23,300	23,300	23,300
Support Services	1,721	2,200	2,100	2,400
NET (INCOME) / EXPENDITURE TO SUMMARY	34,827	25,500	25,400	25,700

Christmas lights displays have been developed in the town centres of Royal Leamington Spa, Warwick and Kenilworth. A small budget is also included for a grant to Whitnash Town Council to help fund the cost of their lights display.

Warwick District Council contributes about one third to the cost of the displays in Warwick and Kenilworth and about 25% to the cost of the Royal Leamington Spa lights display. The balance of the funding is secured from the Town Councils and the private sector. BID Leamington (Business Improvement District) holds the contract to erect the lights throughout Royal Leamington Spa town centre both in and outside of the BID area (although this arrangement is currently under review).

The Council's Business Support and Events Team works with the Christmas Lights committees to organise the switch-on events, promote Christmas activities and secure private sector contributions.

DEVELOPMENT SERVICES and BUSINESS

	ACTUAL 2016/17 £	ORIGINAL BUDGET 2017/18 £	LATEST BUDGET 2017/18 £	ORIGINAL BUDGET 2018/19 £
S1240 MARKETS + MOPS				
DIRECT EXPENDITURE				
Premises	4,733	4,700	4,700	4,700
Transport	28	-	-	-

Supplies and Services	782	600	600	600
Third Party Payments	8,081	10,700	7,900	7,900
TOTAL DIRECT EXPENDITURE	13,624	16,000	13,200	13,200
DIRECT INCOME				
Fees and Charges	(7,545)	(11,000)	(8,200)	(8,200)
Rents	(30,792)	(37,000)	(31,000)	(31,000)
TOTAL DIRECT INCOME	(38,337)	(48,000)	(39,200)	(39,200)
NET DIRECT (INCOME) / EXPENDITURE	(24,713)	(32,000)	(26,000)	(26,000)
Support Services	13,527	14,500	5,200	4,900
NET (INCOME) / EXPENDITURE TO SUMMARY	(11,186)	(17,500)	(20,800)	(21,100)

The Business Support and Events team is responsible for managing and developing markets in Warwick District.

The Council licences the operation of the following open-air markets:

- Kenilworth - held every Thursday at Abbey End
- Warwick - held every Saturday at Warwick Market Place (except during the Mop Fair)

The market contractor pays a rent to the Council based on the number of stalls at each market. The market contractor also operates monthly Farmers' Markets in Royal Leamington Spa and Warwick.

Warwick Mop Fair began when King Edward III granted a legal charter that it be held in the town centre, at a time when the stone version of the castle was being built. Many significant towns in the area also have similar charters. Each year these towns have fairground attractions in their town centres and surrounding streets.

Warwick Mop is held every year on the Friday and Saturday following the 12th day of October, with the 'Runaway Mop' held the following Friday and Saturday.

DEVELOPMENT SERVICES and BUSINESS

	ACTUAL 2016/17 £	ORIGINAL BUDGET 2017/18 £	LATEST BUDGET 2017/18 £	ORIGINAL BUDGET 2018/19 £
<u>S1249 EVENTS MANAGEMENT</u>				
DIRECT EXPENDITURE				
Employees	138,765	153,800	152,200	158,700
Premises	15,055	8,800	8,500	8,600
Transport	1,084	2,900	2,600	2,900
Supplies and	123,510	84,800	116,100	114,800

Services Third Party Payments	4,922	10,900	13,700	11,000
TOTAL DIRECT EXPENDITURE	283,336	261,200	293,100	296,000
DIRECT INCOME				
Other Grants and Contributions	(41,570)	(19,200)	(19,200)	(19,200)
Other Income	(2,720)	-	-	-
Fees and Charges	(57,809)	(61,500)	(61,300)	(61,300)
Rents	(131,652)	(149,600)	(137,300)	(149,600)
TOTAL DIRECT INCOME	(233,751)	(230,300)	(217,800)	(230,100)
NET DIRECT (INCOME) / EXPENDITURE				
Support Services	77,547	94,200	119,700	116,100
Capital Charges	200,000	-	-	206,200
Recharges	(48,000)	(48,000)	(48,000)	(48,000)
NET (INCOME) / EXPENDITURE TO SUMMARY	279,132	77,100	147,000	340,200

The Business Support and Events team provide administrative and logistical support for the calendar of events held within the District. This includes major events held within the towns and sporting / leisure activities on open spaces or park land. The team are also responsible for organising events run by Warwick District Council including National Bowls, cycle tours and the Christmas light switch on events in Kenilworth, Warwick and Royal Leamington Spa. The team also provides business support to town centre based businesses.

S2100 ORGANISATIONAL DEVELOPMENT

DIRECT EXPENDITURE				
Employees	(802)	-	-	-
Supplies and Services	11	-	-	-
TOTAL DIRECT INCOME	(791)	-	-	-
Support Services	19,848	21,100	-	-
Recharges	(19,057)	(21,100)	-	-
NET (INCOME) / EXPENDITURE TO SUMMARY	-	-	-	-

Following a service redesign and an internal restructure, the corporate project work of the former Organisational Development team was been transferred to the Policy and Projects division within Development Services.

The main aim of this is to support the delivery of key corporate projects - particularly those with a development emphasis.

DEVELOPMENT SERVICES and BUSINESS

	ACTUAL 2016/17 £	ORIGINAL BUDGET 2017/18 £	LATEST BUDGET 2017/18 £	ORIGINAL BUDGET 2018/19 £
<u>S3170 KENILWORTH PUBLIC SERVICE CENTRE</u>				
DIRECT EXPENDITURE				
Premises	63,235	51,600	47,800	49,700
Supplies and Services	76	1,500	1,500	1,500
Third Party Payments	3,207	9,200	9,200	9,200
TOTAL DIRECT EXPENDITURE	66,518	62,300	58,500	60,400
DIRECT INCOME				
Fees and Charges	(204)	-	-	-
Rents	(34,704)	(42,300)	(42,300)	(42,300)
TOTAL DIRECT INCOME	(34,908)	(42,300)	(42,300)	(42,300)
NET DIRECT (INCOME) / EXPENDITURE	31,610	20,000	16,200	18,100
Support Services	13,237	13,300	11,900	11,600
Capital Charges	(6,235)	18,300	18,300	48,900
NET (INCOME) / EXPENDITURE TO SUMMARY	38,612	51,600	46,400	78,600

Kenilworth Public Service Centre was opened by His Royal Highness the Duke of Gloucester on 7 June 2012. The Centre was named Jubilee House in honour of the Queen's Diamond Jubilee. The Centre provides accommodation for Kenilworth Library, Kenilworth Town Council, the Police's Safer Neighbourhood Team, Kenilworth's MP and Warwick District Council staff amongst others. The Centre is managed by the Enterprise Team

DEVELOPMENT SERVICES and BUSINESS

	ACTUAL 2016/17 £	ORIGINAL BUDGET 2017/18 £	LATEST BUDGET 2017/18 £	ORIGINAL BUDGET 2018/19 £
<u>S3550 TOURISM</u>				
DIRECT EXPENDITURE				
Employees	26,937	28,400	35,200	27,300
Premises	15,520	16,000	17,200	17,100

Supplies and Services	121,403	139,600	124,600	123,300
Third Party Payments	-	500	500	500
TOTAL DIRECT EXPENDITURE	163,860	184,500	177,500	168,200
Support Services	29,209	17,500	20,100	19,100
NET (INCOME) / EXPENDITURE TO SUMMARY	193,069	202,000	197,600	187,300

The tourism industry is an important sector of the economy in Warwick District and is an important element of the Corporate Strategy vision as "...a great place to live, work and visit."

The Council invests in Tourism through financial support and active involvement in the Destination Management Organisation, Shakespeare's England Ltd. The company has developed (and is reviewing) a destination management plan to guide the development of the industry in the sub region.

DEVELOPMENT SERVICES and BUSINESS

	ACTUAL 2016/17 £	ORIGINAL BUDGET 2017/18 £	LATEST BUDGET 2017/18 £	ORIGINAL BUDGET 2018/19 £
<u>S3600 ECONOMIC DEVELOPMENT</u>				
DIRECT EXPENDITURE				
Employees	95,858	47,300	49,100	50,700
Transport	1,042	1,000	1,000	1,000
Supplies and Services	24,302	11,200	45,700	11,200
Third Party Payments	110,561	-	179,300	-
TOTAL DIRECT EXPENDITURE	231,763	59,500	275,100	62,900
DIRECT INCOME				
Other Income	(1,375)	-	-	-
TOTAL DIRECT INCOME	(1,375)	-	-	-
NET DIRECT (INCOME) / EXPENDITURE	230,388	59,500	275,100	62,900
Support Services	98,366	83,900	88,000	81,700
Capital Charges	559,000	-	-	-
NET (INCOME) / EXPENDITURE TO	887,754	143,400	363,100	144,600

SUMMARY

Economic Development provides strategic support for the promotion of the District for business relocation, business retention and business expansion. Advice is provided in sourcing external funding and support is provided for the promotion of business investment within the District.

S3650 ECONOMIC REGENERATION

INDIRECT EXPENDITURE				
Support Services	71,763	60,200	67,300	66,300
NET (INCOME) / EXPENDITURE TO SUMMARY	71,763	60,200	67,300	66,300

Management support is provided for various Enterprise projects which were funded through regional regeneration budgets, including:

- Spencer Yard - North Hall and West Wing
- Althorpe Enterprise Hub
- Court Street Creative Arches

DEVELOPMENT SERVICES and BUSINESS

	ACTUAL 2016/17 £	ORIGINAL BUDGET 2017/18 £	LATEST BUDGET 2017/18 £	ORIGINAL BUDGET 2018/19 £
<u>S3660 ENTERPRISE DEVELOPMENT</u>				
DIRECT EXPENDITURE				
Employees	91,217	49,100	117,400	127,000
Premises	81,205	77,500	73,100	75,000
Transport	1,888	2,700	2,700	2,700
Supplies and Services	20,443	23,800	24,000	24,000
Third Party Payments	12,926	2,600	2,600	2,600
TOTAL DIRECT EXPENDITURE	207,679	155,700	219,800	231,300
DIRECT INCOME				
Fees and Charges	(17,786)	(15,100)	(13,700)	(13,000)
Rents	(211,417)	(204,600)	(239,800)	(239,800)
TOTAL DIRECT INCOME	(229,203)	(219,700)	(253,500)	(252,800)
NET DIRECT (INCOME) / EXPENDITURE	(21,524)	(64,000)	(33,700)	(21,500)

Support Services	43,445	36,400	56,200	55,500
Capital Charges	52,142	52,200	52,200	80,100
	<hr/>	<hr/>	<hr/>	<hr/>
NET (INCOME) / EXPENDITURE TO SUMMARY	74,063	24,600	74,700	114,100
	<hr/>	<hr/>	<hr/>	<hr/>

Spencer Yard: The Phase 1 development of the North Hall and West Wing buildings was completed in May 2006 and has been fully occupied by a number of creative businesses and organisations since that date. Those companies who currently occupy the building are Motionhouse Dance Theatre (West Wing where they have office and dance studio facilities), Oh My! Studio Ltd and Purple Monster.

Althorpe Enterprise Hub: Originally funded mainly by capital grant from Advantage West Midlands this project targets new and early stage businesses in the high technology, ITC and creative industries sectors. This job creation project was developed during the period of the Regenesys project to regenerate Leamington Old Town and responded to an identified need to provide small offices and desk space for new businesses. The Centre which opened officially in September 2009 is the hub of the Council's activity to co-ordinate business support to businesses of all types in Warwick District. From 2014 onwards, AEH has been fully let.

Court Street Creative Arches: The Arches officially opened in September 2009 and were developed by the Council with match funding from Advantage West Midlands and is part of the Council's CUP programme designed to uplift one of the most run down areas in the District. The accommodation of single or double arches is designed to provide space for creative industries. Current tenants include Progressive Imaging, Codex Digital Ltd, James Sutton Studio and Arch Creatives.

DEVELOPMENT SERVICES and BUSINESS

	ACTUAL 2016/17 £	ORIGINAL BUDGET 2017/18 £	LATEST BUDGET 2017/18 £	ORIGINAL BUDGET 2018/19 £
S3676 26HT				
DIRECT EXPENDITURE				
Premises	12,814	7,300	9,600	9,700
Supplies and Services	12,177	15,900	15,900	15,900
Third Party Payments	243	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL DIRECT EXPENDITURE	25,234	23,200	25,500	25,600
	<hr/>	<hr/>	<hr/>	<hr/>
DIRECT INCOME				
Fees and Charges	(821)	-	(1,400)	(1,400)
Rents	(36,983)	(29,500)	(43,800)	(43,800)
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL DIRECT INCOME	(37,804)	(29,500)	(45,200)	(45,200)
	<hr/>	<hr/>	<hr/>	<hr/>
NET DIRECT (INCOME) / EXPENDITURE	(12,570)	(6,300)	(19,700)	(19,600)

Support Services	574	700	700	800
NET (INCOME) / EXPENDITURE TO SUMMARY	(11,996)	(5,600)	(19,000)	(18,800)

26 Hamilton Terrace has been refurbished as a digital games incubator hub. The incubator hub provides a multi-occupancy serviced office for small and start-up games companies - a digital version of the Althorpe Enterprise Hub.


S4510 DEVELOPMENT SERVICES MGT

DIRECT EXPENDITURE				
Employees	84,935	84,900	93,400	94,300
Transport	123	500	500	500
Supplies and Services	11,646	12,800	12,800	12,800
TOTAL DIRECT EXPENDITURE	96,704	98,200	106,700	107,600
Support Services	42,530	52,900	60,000	55,500
Capital Charges	847	800	800	800
Recharges	(140,081)	(152,000)	(167,500)	(163,900)
NET (INCOME) / EXPENDITURE TO SUMMARY	-	(100)	-	-

The Development Services provision groups are:

- Development Management (including Enforcement, Conservation and Local Land Charges)
- Policy and Projects (including Business Support and Events, Economic Development, Enterprise, Projects and Planning Policy)
- Building Control Consortium

The management of the Service Area involves the provision of support services to enable each of the service provision groups to undertake their professional duties.
The cost of this service is recharged on the basis of staff time allocations

 Joint Scrutiny Committee 05 February 2019		Agenda Item No. <div style="font-size: 2em; font-weight: bold; text-align: center;">5</div>	
Title		Warwick District Infrastructure Delivery Plan (IDP)	
For further information about this report please contact		David Butler, Business Manager Policy & Delivery David.butler@warwickdc.gov.uk 01926 456017	
Wards of the District directly affected		All Wards	
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?		No	
Date and meeting when issue was last considered and relevant minute number		1st June 2016 Report – September 2016 Briefing Note. February 2017 F&A, Item 8 September 2017 F&A June 2018 O&S July 2018 F&A	
Background Papers			
Contrary to the policy framework:		No	
Contrary to the budgetary framework:		No	
Key Decision?		No	
Included within the Forward Plan? (If yes include reference number)		In O & S work programme	
Equality Impact Assessment Undertaken		N/A	
Officer/Councillor Approval			
Officer Approval	Date	Name	
Chief Executive/Deputy Chief Executive	24/01/19	Chris Elliott and Bill Hunt	
Head of Service	24/01/19	Dave Barber	
CMT	24/01/19	Bill Hunt	
Section 151 Officer	24/01/19	Mike Snow	
Monitoring Officer	24/01/19	Andrew Jones	
Finance	24/01/19	Mike Snow	
Portfolio Holder(s)	24/01/19	Cllr Rhead	
Consultation & Community Engagement			
N/A			
Final Decision?		No	
Suggested next steps (if not final decision please set out below)			
Further progress reports will be prepared for Scrutiny Committees on a 6 monthly basis.			

1. Summary

- 1.1 The purpose of this report is to update Members on progress made regarding the Infrastructure Delivery Plan (IDP) that is associated with the District's future growth requirements to 2029. The IDP continues to be updated to reflect the latest information arising from ongoing discussions with infrastructure providers and to reflect emerging infrastructure requirements necessary to support the Local Plan.

2. Recommendation

- 2.1 That the Committee note the contents of the report, Appendix 1 (highlight report) Appendix 2 (updated IDP Table) and Appendix 3 (WCC Section106 information)
- 2.2 That Officers report back to Committee in 6 months' time with a further IDP update.

3. Reasons for the Recommendation

- 3.1 As Members will be aware, in order to progress the implementation of the Local Plan and assimilate the associated growth during the plan period successfully, it is necessary to prepare and continually monitor progress of an Infrastructure Delivery Plan (IDP).
- 3.2 The updated IDP is set out in Appendix 2. This will continue to be refreshed to reflect Infrastructure requirements and progress of their implementation throughout the plan period.
- 3.3 The compilation and monitoring of the IDP continues on a collaborative basis involving officers within Development Services; other officers across the Council; colleagues at WCC, Stratford and Coventry Councils; as well as other external agencies (for example Highways England, SWFT, Sport England).
- 3.4 Furthermore, following the request of the previous scrutiny committees, a Members Reference Group (MRG) has been formed to provide additional scrutiny and guidance. The group meets quarterly and has met twice since the last Scrutiny Committee updates
- 3.5 Detail on key progress has been included in Appendix 1. Members will note that the format of the update has changed to focus on funding delivery and feedback would be appreciated.
- 3.6 Following a request from the Members Reference Group, a spreadsheet from WCC is included as Appendix 3. The table was accompanied with the following information;

The Infrastructure Team at WCC monitors and collects income as a result of S106 agreements relating to WCC services.
Currently the obligations against live S106 agreements are in excess of £260m plus significant land reservations to support the delivery of new highways, schools, fire facilities etc.

Robust systems are now in place to ensure WCC obligations are paid as soon as possible after trigger points have been met.
Income is transferred to the appropriate service area and allocated to specific projects to correlate with the legal agreements.

The table shows income collected against the Local Plan allocation sites as at the end of November 2018. There were a number of other obligations where invoices had been raised but not yet paid.

The table does not show how the funds have been spent or the projects they have been allocated to but this is a key priority for the Infrastructure Team moving forward and this information will form part of future Team annual reports.

4. Policy Framework

4.1 Fit for the Future (FFF)

The Council's FFF Strategy is designed to deliver the Vision for the District of making it a Great Place to Live, Work and Visit. To that end amongst other things the FFF Strategy contains several Key projects.

The FFF Strategy has 3 strands – People, Services and Money and each has an external and internal element to it. The table below illustrates the impact of this proposal if any in relation to the Council's FFF Strategy.

FFF Strands		
People	Services	Money
External		
Health, Homes, Communities	Green, Clean, Safe	Infrastructure, Enterprise, Employment
<u>Intended outcomes:</u> Improved health for all Housing needs for all met Impressive cultural and sports activities Cohesive and active communities	<u>Intended outcomes:</u> Area has well looked after public spaces All communities have access to decent open space Improved air quality Low levels of crime and Anti-Social Behaviour (ASB)	<u>Intended outcomes:</u> Dynamic and diverse local economy Vibrant town centres Improved performance/productivity of local economy Increased employment and income levels
Impacts of Proposal		
Will help co-ordinate the timely provision of infrastructure such as schools, community spaces, medical facilities that are essential to enable the growth required in the	Will help co-ordinate the timely provision of infrastructure such as new parks, play areas and open spaces that are essential to enable the growth required in the Local Plan	Will help co-ordinate the timely provision of infrastructure such as roads that are essential to enable the growth required in the Local Plan

Local Plan		
Internal		
Effective Staff	Maintain or Improve Services	Firm Financial Footing over the Longer Term
<u>Intended outcomes:</u> All staff are properly trained All staff have the appropriate tools All staff are engaged, empowered and supported The right people are in the right job with the right skills and right behaviours	<u>Intended outcomes:</u> Focusing on our customers' needs Continuously improve our processes Increase the digital provision of services	<u>Intended outcomes:</u> Better return/use of our assets Full Cost accounting Continued cost management Maximise income earning opportunities Seek best value for money
Impacts of Proposal		
None	None	None

4.2 **Supporting Strategies**

Each strand of the FFF Strategy has several supporting strategies. The Local Plan is one of the key strategies, cutting across many of the FF strands. The IDP helps support the evidence base of the Plan, as well as ensuring the delivery of appropriate infrastructure in order to enable the growth required through the plan period.

4.3 **Changes to Existing Policies**

There are no changes to existing policies suggested.

4.4 **Impact Assessments**

There were no impact assessments required as a result of this update report.

5. **Budgetary Framework**

- 5.1 Infrastructure funding will be derived from a range of sources, as set out in the IDP. To justify this funding (whether Section 106 or external grants), a strong evidence base needs to be provided by infrastructure providers. The comprehensive infrastructure planning set out in the IDP will support this by providing a strategic tool regarding requirements and costs.
- 5.2 The component parts of the IDP will require partnership working with a variety of agencies in order to identify relevant funding streams/initiatives throughout the plan period. This will be essential to augment finance derived from developer contributions.
- 5.3 Financial planning in relation to infrastructure will be a major challenge for WDC and other Local Authorities/agencies and will require a range of strategies and approaches to secure fully funded projects and their delivery going forward. As the IDP is a continually evolving document, it is expected to be delivered through the lifetime of the Local Plan. It is not possible to have an IDP that is fully funded at present as, for instance, infrastructure not

required until 2025 is likely to be funded from sources that cannot currently be anticipated.

5.4 There are no direct financial implications associated with this report.

6. Risks

6.1 In view of the nature and scale of the development proposals that are to be delivered across the District within the new Local Plan period, the absence of a robust and detailed IDP system and complimentary S106 monitoring regime had been identified as a key risk to the Local Plan's success and its future implementation. However, a dedicated Development Monitoring Officer has been recruited, along with a CIL Officer, and these will help ensure timely monitoring and collection of relevant CIL and Section 106 income streams.

6.2 Without an IDP, the Council will not have a point of reference to inform the successful organisation and timely implementation of the District's infrastructure requirements.

6.3 There is an inherent risk that it will not be possible to fund all the infrastructure requirements set out in the IDP and that at some point certain infrastructure matters will have to take priority over others and utilise available funding at the cost/ delay of other less critical projects.

6.4 The specific risks associate with the IDP are set out below

Risk	Nature of Risk	Likelihood	Impact	Mitigation
Infra-structure funding and delivery	<p>The issues around pooling S106 agreements are now less of a significant risk given that we have a CIL scheme in place.</p> <p>Further, the recent government consultation on proposed changes to guidance may lead to the removal of pooling restrictions in areas that have a CIL scheme in place. Adoption of the new guidance is due to occur late summer 2018</p>	4	3	Continue to work closely with Infrastructure providers to ensure they grasp the importance of providing robust evidence and the risks associated with pooling. The Site Delivery Officers will continue to play a key role in this.
Forward funding of major infra-structure items	There could be significant issues if schools and some transport infrastructure cannot be provided in advance of new development. However forward funding options are difficult and carry significant risks/costs	4	2	<p>For a lot of infrastructure, it would be possible (though certainly not desirable) to provide after developer contributions have been received and without forward funding</p> <p>Issues around funding for secondary schools, remain important. The strategy for secondary education at</p>

				Kenilworth is likely to enable timely provision. For South of Coventry free school funding may be required. The approach proposed for south of Warwick is funded from established sources until 2022. After that funding for Free Schools will be required.
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7. Alternative Option(s) considered

- 7.1 Given the importance of infrastructure planning to the success of Warwick District over the forthcoming Local Plan period (and beyond) it is not considered practical to progress without an IDP to inform decision making and to assist in the monitoring of development progress. Furthermore, there will be no clear understanding of how local plan proposals will be delivered without an IDP.
- 7.2 For the reasons identified in paragraph 6.1 and 6.2 above, the option of not proceeding with an appropriate monitoring regime has been discounted.

8. Background

- 8.1 The IDP has been developed in association with the District's Local Plan and is a necessary component of the development plan process as prescribed by the National Planning Policy Framework (NPPF).
- 8.2 It is important to recognise that the IDP is a strategic document. It seeks to contain enough detail to demonstrate that strategic sites can be delivered and that there are plans in place regarding how this can be accomplished. In this way the IDP is an important part of the development process. It not only supports the delivery of the Local Plan, it also provides developers and infrastructure providers with high level information which can be used to inform detailed master-planning, viability and site delivery.
- 8.3 However, the IDP should not be seen as a final comprehensive document providing all the detail of the costs and requirements. This level of detail needs to be developed during pre-application discussions and agreed through the assessment of planning applications and finalised through Section 106 agreements. Detailed evidence needs to be provided, linked directly to the specific application under consideration. Part of this evidence also needs to take account of other funding streams such as government grants and direct on-site provision of land and facilities.

Infrastructure Delivery Update (IDP) Report, February 2019

This report sets out the progress on infrastructure in the district, laying out the financial contributions that have been triggered and any highlighting significant project updates to the IDP. The financial contributions set out are derived from the quarterly monitoring that has been undertaken during Quarter 2 (July to end September) and Quarter 3 (October to end December) of the financial year 2018/2019. It embraces contributions that fall under both S106 Agreements and the Community Infrastructure Levy (CIL).

The Council issued its first CIL Demand Notice during Quarter 2. The Demand Notice was for £1.065 million from the development at Hob Lane/Red Lane, Burton Green, and further CIL information is detailed below.

Section 106 financial contributions of just over £9.70 million have been triggered from a number of developments during Quarters 2 and 3. These are for a variety of infrastructure requirements arising as a direct consequence of the developments.

Further, since the last member update a cross-party Members Reference Group has been formed (Cllrs Rhead, Quinney, Gifford and Illingworth) in order to scrutinise and guide the work officers with regards to the IDP, Section 106 and other related matters. The MRG meets quarterly.

Significant changes to the IDP

New projects be added to the IDP:

There were a number of infrastructure project suggested as part of the CIL/Regulation123 List process which will be the focus of a report coming to Executive in March. The Members Working Group considered these requests suitability to be placed on the IDP, separate to whether they were to be added to the Reg123 List. Two projects have been subsequently added;

1. Electric bus charging infrastructure
2. Medical facilities – Leamington Town Centre

And further information has been requested regarding an additional day surgery at Warwick Hospital and for a communal electric bike scheme.

Completion of projects on the IDP:

The first phase of the Indoor Sports Facilities improvements (Newbold Comyn and St Nicholas Park leisure centres) was completed during the review period.

Notable progress and change:

1. Kenilworth leisure options updates

Following public consultation on RIBA Stage 1 outlines, in January Executive approved the further development of an option for Abbey Fields and an option for Castle Farm to RIBA stage 3. Costs of schemes have been updated, and will continue to so as the project is progressed through the RIBA stages.

2. A46 phase 1 update

The A46 Phase 1 is going through the final phase of its consultation with the re-issuing of side/slip road notices to complete technical approval process with Highways England. Gearing up will then start, with the project still due to be completed in time to handle peak HS2 traffic to Stoneleigh compound (2021)

3. Europa Way update

Project Board in place and meeting regularly. First two phases of S278 works are well underway and will be complete during 2019. Third phase of S278 works likely to start on Gallows Hill late 2019 providing new junction to link spine roads north and south of Gallows Hill. WCC started to design wider dualling scheme for Europa Way. Design code/standard for Europa Way and public realm complete and agreed

Quarter 2 Section 106 Summary

The following developments reached S106 trigger points during Q2 of 2018/2019:

Development commenced on:

W/14/0681 Land South of Gallows Hill, Warwick.

Monitoring Fee; GP Surgery Contribution.

W/14/1340 Land at Common Lane, Kenilworth (Crackley Triangle).

Monitoring Fee.

Development on the following sites reached their 50% completion trigger points:

W/14/0661 Lower Heathcote Farm, Warwick.

Open Space Land Transfer; Completion of Open Space Scheme; Indoor Sports Facilities; Outdoor Sports Facilities; Provision of Play Areas; Police Contribution; Bio-Diversity; Education Contribution; Highways Contribution; Hospital Contribution; Country Park Contribution; Country Park Land Transfer (on completion of 400th dwelling).

W/15/1761 Land at Southam Road, Radford Semele.

Open Space Contribution.

Development on the following sites reached the 90% trigger:

W/14/0322 Land North of Southam Road, Radford Semele.

Highways Contribution; Hospital Contribution; Indoor Sports Contribution; Outdoor Sports Contribution; Offsite Parks & Gardens Contribution.

W/14/0689 Land North of Oakley Wood Road, Bishop's Tachbrook.

Indoor Sports; Outdoor Sports; Hospital Contribution; Police Contribution.

W/15/0646 Opus 40, Warwick.

Offsite Parks & Gardens contribution; Hospital Contribution; Indoor Sports Contribution; Outdoor Sports contribution.

Development with trigger for being 100% complete:

W/12/0027 Land South of St Fremund Way, Whitnash.

Open Space Land Transfer & Open Space Commuted Sum triggered prior to occupation of the last dwelling.

W/16/1204 79 – 83 Bedford Street, Leamington Spa

Payment of Open Space Contribution.

The financial contributions triggered total £9.23 million. These are set out in the table below. Indexation has been applied where required.

Q2 2018/2019 S106 Financial Contributions

S106 Contribution	W/14/0681	W/14/0661	W/14/1340	W/15/1761	W/14/0322	W/14/0689	W/15/0646	W/16/1204	Total
Monitoring Fee	£12,184.25		£15,562.61						£27,746.86
Indoor Sports Facilities		£397,258.14			£26,122.00	£65,076.21	* ¹		£488,456.35
Outdoor Sports Facilities		£27,118.38			£1,888.71	£4,705.23	* ¹		£33,712.32
Country Park		£628,055.02							£628,055.02
Off Site Open Space				£20,518.94	£49,083.43		* ¹	£32,032.98	£101,635.35
Hospital		£802,126.45			£61,309.03	£153,272.57	* ¹		£1,016,708.05
GP Surgery	£111,081.99								£111,081.99
Police		£104,851.60				£20,753.46			£125,605.06
Bio-Diversity * ²		£110,164.00							£110,164.00
Education * ²		£4,587,061.00							£4,587,061.00
Highways * ²		£1,887,950.00			£113,790.83				£2,001,740.83
Total	£123,266.24	£8,544,584.59	£15,562.61	£20,518.94	£252,194.00	£243,807.47	£0.00	£32,032.98	£9,231,966.83

Notes

*¹ 100% of Contributions paid in Q3 of 2017/2018.

*² Contribution paid direct to Warwickshire County Council.

Quarter 3 Section 106 Summary

Development on the following sites reached the 90% trigger:

W/13/1207 Woodside Farm, Harbury Lane, Bishop's Tachbrook
Hospital Contribution

W/15/1761 Land at Southam Road, Radford Semele
Open Space Contribution

W/16/2086 Woodside Farm, Harbury Lane, Bishop's Tachbrook
Monitoring Contribution, Off-site Open Space Contribution; Indoor and Outdoor Sports
Facilities Contributions

Development with 'prior to occupation' trigger:

W/16/0482 Former Dairy Crest site
Monitoring Contribution; Public Open Space Contribution; Indoor & Outdoor Sports Facilities
Contributions; Hospital Contribution

The S106 financial contributions triggered amounted to £468,709.14. These are set out in the table below. Indexation has been applied where required.

Q3 2018/2019 S106 Financial Contributions

S106 Contribution	W/13/1207	W/15/1761	W/16/2086	W/16/0482	Total
Monitoring Fee			£3,964.00	£1,189.00	£5,153.00
Indoor Sports Facilities			£24,764.18	£16,612.20	£41,376.38
Outdoor Sports Facilities			£1,690.50	£1,046.17	£2,736.67
Country Park					£0.00
Open Space		£20,627.27		£36,683.22	£57,310.49
Off Site Open Space			£29,318.27		£29,318.27
Hospital	£312,571.38			£20,242.95	£332,814.33
Total	£312,571.38	£20,627.27	£59,736.95	£75,773.54	£468,709.14

Community Infrastructure Levy

In April 2010 new regulations were introduced that allow local authorities to set up a Community Infrastructure Levy (CIL). CIL is a tariff charged on development, at a locally set rate, to fund infrastructure needs arising from new development. This can include transport schemes; flood defences; schools; health & social care facilities; parks & green spaces; cultural & sports facilities.

Warwick District Council introduced their charging schedule on 18th December 2017; in order to ensure the levy is open and transparent, charging authorities must publish a report on the levy on their website by 31st December each year, for the previous financial year.

The following table covers Qs 1, 2 and 3.

Description	Number of Applications	Amount Exemptions	Amount Liable
Number of Planning Applications requested to complete and submit CIL Additional Information Requirement form	60		
Applications assessed and found to be less than 100 sqm – not CIL liable	26		
CIL liable proposals eligible for exemption i.e. self-build - 5 commenced, 3 waiting for Commencement Notices (Form 6)	8	£375,239.15	
Liability Notices issued – waiting for Commencement Notices (Form 6)	6		136,323.25
CIL Liable proposals - exemption for Affordable Housing		£697,710.00	
CIL liable proposal – Demand Notice issued	2		£1,807,065.00
CIL liable / exempt & completed	1	36,465.00	
Applications CIL forms have been requested – ongoing	17		
Totals		£1,109,414.15	£1,943,388.25

W/16/1204	Bedford Street	Leamington Spa	Balaclava Projects -	
W/15/0646	Opus 40 Birmingham Road	Warwick	Taylor Wimpey	85
W/15/0646	Opus 40 Birmingham Road	Warwick	Taylor Wimpey	85
W/15/0646	Opus 40 Birmingham Road	Warwick	Taylor Wimpey	85
W/15/0646	Opus 40 Birmingham Road	Warwick	Taylor Wimpey	85
W/17/0440	Brembridge Close	Barford	Taylor Wimpey	63
W/17/0440	Brembridge Close	Barford	Taylor Wimpey	63
W/17/0440	Brembridge Close	Barford	Taylor Wimpey	63
W/17/0440	Brembridge Close	Barford	Taylor Wimpey	63
W/17/0440	Brembridge Close	Barford	Taylor Wimpey	63
W/15/0747	Bridge Street and Wilkins Close	Barford	Spitfire	25
W/15/0747	Bridge Street and Wilkins Close	Barford	Spitfire	25
W/17/0823	Cubbington Road	Lillington	Marrons Planning	25
W/13/0858	Fieldgate Lane / Golf Lane	Whitnash	Bovis	111
W/13/0858	Fieldgate Lane / Golf Lane	Whitnash	Bovis	111
W/13/0858	Fieldgate Lane / Golf Lane	Whitnash	Bovis	111
W/13/0858	Fieldgate Lane / Golf Lane	Whitnash	Bovis	111
W/13/0858	Fieldgate Lane / Golf Lane	Whitnash	Bovis	111
W/13/0858	Fieldgate Lane / Golf Lane	Whitnash	Bovis	111
W/14/0023	Harbury Gardens, Harbury Lane	Leamington/ Warwick	SUE A C Lloyd	220
W/14/0023	Harbury Gardens, Harbury Lane	Leamington/ Warwick	SUE A C Lloyd	220
W/14/0023	Harbury Gardens, Harbury Lane	Leamington/ Warwick	SUE A C Lloyd	220
W/14/0023	Harbury Gardens, Harbury Lane	Leamington/ Warwick	SUE A C Lloyd	220
W/14/0023	Harbury Gardens, Harbury Lane	Leamington/ Warwick	SUE A C Lloyd	220
W/15/0851	Grove Farm, Harbury Lane	Leamington/ Warwick	SUE Taylor Wimpey A C Lloyd / Persimmon /	412
W/15/0851	Grove Farm, Harbury Lane	Leamington/ Warwick	SUE Taylor Wimpey A C Lloyd / Persimmon /	412
W/15/0851	Grove Farm, Harbury Lane	Leamington/ Warwick	SUE Taylor Wimpey A C Lloyd / Persimmon /	412
W/15/0851	Grove Farm, Harbury Lane	Leamington/ Warwick	SUE Taylor Wimpey A C Lloyd / Persimmon /	412
W/15/0851	Grove Farm, Harbury Lane	Leamington/ Warwick	SUE Taylor Wimpey A C Lloyd / Persimmon /	412
W/15/0851	Grove Farm, Harbury Lane	Leamington/ Warwick	SUE Taylor Wimpey A C Lloyd / Persimmon /	412
W/15/0851	Grove Farm, Harbury Lane	Leamington/ Warwick	SUE Taylor Wimpey	412
W/15/0795	Lord Leycester Hotel	Warwick	TAG Properties David Wilson	21
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick	SUE Homes	220

			David Wilson	
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick SUE	Homes David Wilson	220
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick SUE	Homes David Wilson	220
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick SUE	Homes David Wilson	220
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick SUE	Homes	220
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick SUE	Barratts	220
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick SUE	Barratts	220
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick SUE	Barratts	220
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick SUE	Barratts	220
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick SUE	Barratts	220
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick SUE	Barratts	220
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick SUE	Barratts	220
W/13/0607	Land North Of Harbury Lane	Leamington/ Warwick SUE	Barratts	220
W/14/0322	Land North of Southam Road	Radford Semele	Bovis	60
W/14/0322	Land North of Southam Road	Radford Semele	Bovis	60
w/14/0322	Land North of Southam Road	Radford Semele	Bovis	60
W/14/0322	Land North of Southam Road	Radford Semele	Bovis	60
W/14/0322	Land North of Southam Road	Radford Semele	Bovis	60
W/14/0322	Land North of Southam Road	Radford Semele	Bovis	60
W/14/0322	Land North of Southam Road	Radford Semele	Bovis	60
W/14/0322	Land North of Southam Road	Radford Semele	Bovis Barratts & David	60
W/14/0661	Lower Heathcote Farm	Leamington/ Warwick SUE	Wilson Homes Barratts & David	435
W/14/0661	Lower Heathcote Farm	Leamington/ Warwick SUE	Wilson Homes	435
W/14/0661	Lower Heathcote Farm	Leamington/ Warwick SUE	Bovis	175
W/14/0661	Lower Heathcote Farm	Leamington/ Warwick SUE	Bovis	175
W/14/0661	Lower Heathcote Farm	Leamington/ Warwick SUE	Bovis	175
W/14/0661	Lower Heathcote Farm	Leamington/ Warwick SUE	Bovis	175
W/14/0661	Lower Heathcote Farm	Leamington/ Warwick SUE	Bovis	175
W/14/0661	Lower Heathcote Farm	Leamington/ Warwick SUE	Bovis	175
W/14/0661	Lower Heathcote Farm	Leamington/ Warwick SUE	Bovis	175
W/14/0661	Lower Heathcote Farm	Leamington/ Warwick SUE	Bellway	175
W/14/0661	Lower Heathcote Farm	Leamington/ Warwick SUE	Bellway	175
W/14/0661	Lower Heathcote Farm	Leamington/ Warwick SUE	Bellway	175
W/14/0689	Oakley Wood Road	Bishops Tachbrook	Bloor Homes	150
W/14/0689	Oakley Wood Road	Bishops Tachbrook	Bloor Homes	150
W/14/0689	Oakley Wood Road	Bishops Tachbrook	Bloor Homes	150
W/14/0689	Oaklev Wood Road	Bishops Tachbrook	Bloor Homes	150

W/16/0196	South Of Offchurch Lane	Radford Semele	Bovis	150
W/14/0433	Spring Lane	Radford Semele	A C Lloyd	65
W/14/0433	Spring Lane	Radford Semele	A C Lloyd	65
W/14/0433	Spring Lane	Radford Semele	A C Lloyd	65
W/17/0998	St Mary's Road	Leamington Spa	Stonewater Ltd	40
W/14/0693	Wellesbourne Road	Barford	Taylor Wimpey	60
W/14/0693	Wellesbourne Road	Barford	Taylor Wimpey	60
W/14/0693	Wellesbourne Road	Barford	Taylor Wimpey	60
W/14/0693	Wellesbourne Road	Barford	Taylor Wimpey	60
W/14/0693	Wellesbourne Road	Barford	Taylor Wimpey	60
W/15/1761	West of Southam Road	Radford Semele	Kendrick Homes	25
W/15/1761	West of Southam Road	Radford Semele	Kendrick Homes	25
W/13/1207	Woodside Farm, Harbury Lane	Leamington/ Warwick SUE	Persimmons	310
W/13/1207	Woodside Farm, Harbury Lane	Leamington/ Warwick SUE	Persimmons	310
W/13/1207	Woodside Farm, Harbury Lane	Leamington/ Warwick SUE	Persimmons	310
W/13/1207	Woodside Farm, Harbury Lane	Leamington/ Warwick SUE	Persimmons	310
W/13/1207	Woodside Farm, Harbury Lane	Leamington/ Warwick SUE	Persimmons	310
W/13/1207	Woodside Farm, Harbury Lane	Leamington/ Warwick SUE	Persimmons	310
W/13/1207	Woodside Farm, Harbury Lane	Leamington/ Warwick SUE	Persimmons	310

TRO	Residents Parking restrictions	£	3,000.00
	Enhancing provision for pre school & Reception at Woodloes Primary School	£	139,519.31
Education	Off site Highways to mitigate Birmingham		£309,820.57
Transport Planning	Road Access issues		
Transport Planning	Sustainable Travel Welcome Packs	£	6,375.00
	Provision of signage along the Grand	£	8,522.21
Public Rights of Way	Union Canal		
	Highways Capacity and Junction	£	228,000.00
Transport Planning	improvements in Barford		
	Early Years Provision within 2 miles of the development	£	3,506.00
Education			
Transport Planning	Sustainable Welcome Packs	£	4,725.00
Education	Modifications to Barford St Peters	£	18,699.00
Education	Provision of Secondary school places	£	16,070.00
Education	Provision of new sixth form places	£	6,318.00
Education	Additional Classroom at Barford St Peters	£	108,823.78
Transport Planning	Sustainable Welcome Packs	£	1,875.00
Transport Planning	Bus stop improvements	£	11,500.00
	Strategic Highways infrastructure and improvements to walking and cycling	£	422,769.03
Transport Planning			
Ecology	Biodiversity offsetting	£	88,117.00
School Transport	Additional school transport provision	£	16,761.00
Transport Planning	Sustainable Welcome Packs	£	5,500.00
	Footpath maintenance within 1.5 mile radius of the site	£	3,683.12
Public Rights of Way			
Education	Secondary Special Needs provision	£	21,587.00
	Pre school, primary, secondary, sixth form and SEN Provision	£	2,081,096.63
Education			
	Strategic Highways infrastructure and improvements to walking and cycling	£	831,497.43
Transport Planning			
School Transport	Additional school transport provision	£	71,870.29
	Footpath maintenance within 1.5 mile radius of the site	£	3,939.12
Public Rights of Way			
Libraries	Upgrade of stock and library provision	£	4,378.00
		£	1,926,084.61
Transport Planning	Strategic Highways infrastructure and improvements to walking and cycling	£	356,776.71
Transport Operations			
	Public Transport contribution	£	39,000.00
Transport Planning	Sustainable Welcome Packs	£	10,217.43
	Footpath maintenance within 1.5 mile radius of the site	£	13,462.39
Public Rights of Way			
Libraries	Upgrade of stock and library provision	£	4,922,072.57
Education	Provision of a new primary school and phase 1 expansion of Campion School		
Transport Planning	Parking Permit Restriction	£	3,000.00
Transport Planning	Strategic Highways infrastructure and improvements to walking and cycling	£	480,409.42

		£	73,265.92
School Transport	Additional school transport provision		
		£	11,277.53
Transport Planning	Sustainable Welcome Packs		
		£	81,600.00
Transport Planning	Biodiversity offsetting		
	Footpath maintenance within 1.5 mile	£	3,424.27
Public Rights of Way	radius of the site		
Transport Planning	Puffin Crossing	£	130,000.00
Transport Planning	Speed limit variation	£	6,000.00
	Strategic Highways infrastructure and	£	207,994.07
Transport Planning	improvements to walking and cycling		
School Transport	Additional school transport provision	£	37,452.94
	Footpath maintenance within 1.5 mile	£	3,424.94
Public Rights of Way	radius of the site		
	Pre school, primary, secondary, sixth	£	1,064,950.00
Education	form and SEN Provision		
	Pre school, primary, secondary, sixth	£	1,064,950.00
Education	form and SEN Provision		
	Pre school, primary, secondary, sixth	£	197,750.82
Education	form and SEN Provision		
	Strategic Highways infrastructure and	£	226,320.82
Transport Planning	improvements to walking and cycling		
Transport Planning	Sustainable Welcome Packs	£	4,777.84
Transport Planning	Changes to speed limit zones	£	15,716.72
Ecology	Biodiversity offsetting	£	76,193.52
	Footpath maintenance within 1.5 mile	£	2,229.77
Public Rights of Way	radius of the site		
	Pre school, primary, secondary, sixth	£	1,170,525.00
Education	form and SEN Provision		
	Pre school, primary, secondary, sixth	£	2,545,197.86
Education	form and SEN Provision		
		£	9,521.00
Libraries	Upgrade of stock and library provision		
	Pre school, primary, secondary, sixth	£	1,023,940.18
Education	form and SEN Provision		
	Strategic Highways infrastructure and	£	335,429.31
Transport Planning	improvements to walking and cycling		
Operations	Public Transport contribution	£	48,952.23
School Transport	Additional school transport provision	£	19,309.06
Transport Planning	Sustainable Welcome Packs	£	14,386.43
Ecology	Biodiversity offsetting	£	24,559.00
	Footpath maintenance within 1.5 mile	£	3,110.76
Public Rights of Way	radius of the site		
Libraries	Upgrade of stock and library provision	£	3,830.00
School Transport	Additional school transport provision	£	17,616.67
Transport Planning	Sustainable Welcome Packs	£	13,125.00
	Footpath maintenance within 1.5 mile	£	6,365.00
Public Rights of Way	radius of the site		
Libraries	Upgrade of stock and library provision	£	3,830.75
	Pre school, primary, secondary, sixth	£	164,657.50
Education	form and SEN Provision		
	Strategic Highways infrastructure and	£	271,933.29
Transport Planning	improvements to walking and cycling		
Transport Planning	Sustainable Welcome Packs	£	11,660.89
Libraries	Upgrade of stock and library provision	£	2,594.00
	Pre school, primary, secondary, sixth	£	554,883.00
Education	form and SEN Provision		

Ecology	Biodiversity offsetting	£	146,058.50
Ecology	Biodiversity offsetting	£	90,089.55
	Footpath maintenance within 1.5 mile	£	2,770.69
Public Rights of Way	radius of the site		
Transport Planning	Cycle Contribution	£	95,073.91
Transport Planning	Sustainable Welcome Packs	£	3,000.00
	Strategic Highways infrastructure and	£	221,546.79
Transport Planning	improvements to walking and cycling		
Transport Planning	Sustainable Welcome Packs	£	4,500.00
	Footpath maintenance within 1.5 mile	£	3,599.05
Public Rights of Way	radius of the site		
Libraries	Upgrade of stock and library provision	£	1,038.00
	Pre school, primary, secondary, sixth	£	517,529.00
Education	form and SEN Provision		
Education	Primary Places	£	70,122.00
Transport Planning	Sustainable Welcome Packs	£	1,875.00
	Strategic Highways infrastructure and	£	1,181,683.83
Transport Planning	improvements to walking and cycling		
School Transport	Additional school transport provision	£	96,327.85
Transport Planning	Sustainable Welcome Packs	£	16,672.39
	Footpath maintenance within 1.5 mile	£	10,376.74
Public Rights of Way	radius of the site		
Ecology	Biodiversity offsetting	£	47,083.66
Libraries	Upgrade of stock and library provision	£	47,794.00
	Pre school, primary, secondary, sixth	£	2,985,851.00
Education	form and SEN Provision		
			£27,164,723.67

IDP TOTALS															
Infrastructure Type / Project	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding				Funding secured					
		CIL	s.106	s.278		Other Committed Funding	Other Potential Funding			CIL	S106 agreed	S106 recd	S278	Committed Funding	Total
Transport Infrastructure Total	£204,575,000	£16,200,000	£29,143,000	£25,757,000	£71,100,000	£26,300,000	£92,900,000	£190,300,000	-£14,275,000	£0	£14,499,531	£5,194,035	0	£26,300,000	£45,993,566
Utilities Total	£575,000	£460,000	£0	£0	£460,000	£115,000	£0	£575,000	£0	£0	£0	£0	£0	£115,000	£115,000
Education Total	£81,460,000	£5,040,000	£42,900,000	£0	£47,940,000	£20,000	£0	£47,960,000	-£33,500,000	£0	£5,699,323	£4,940,509	£0	£20,000	£10,659,832
Health Total	£75,950,000	£15,700,000	£7,214,000	£0	£22,914,000	£12,536,000	£31,000,000	£66,450,000	-£9,500,000	£0	£0	£1,811,160	£0	£12,536,000	£14,347,160
Emergency Services Total	£2,350,000	£1,000,000	£1,350,000	£0	£2,350,000	£0	£0	£2,350,000	£0	£0	£97,415	£0	£0	£0	£97,415
Indoor Sports Total	£38,090,000	£4,200,000	£1,329,000	£0	£5,529,000	£2,000,000	£0	£7,529,000	-£30,561,000	£0	£354,079	£607,800	£0	£2,000,000	£2,961,879
Cultural Facilities Total	£5,355,000	£4,200,000	£155,000	£0	£4,355,000	£0	£1,000,000	£5,355,000	£0	£0	£0	£13,462	£0	£0	£13,462
Green Infrastructure Total	£13,250,000	£7,300,000	£5,950,000	£0	£13,250,000	£0	£0	£13,250,000	£0	£0	£2,066,717	£1,057,529	£0	£0	£3,124,246
Open Spaces Total	£5,250,000	£3,100,000	£2,150,000	£0	£5,250,000	£0	£0	£5,250,000	£0	£0	£0	£331,353	£0	£0	£331,353
Playing Pitches Total	£3,785,000	£3,150,000	£635,000	£0	£3,785,000	£0	£0	£3,785,000	£0	£0	£30,304	£0	£0	£0	£30,304
Community Facilities Total	£4,800,000	£2,400,000	£2,400,000	£0	£4,800,000	£250,000	£0	£5,050,000	£250,000	£0	£0	£0	£0	£250,000	£250,000
Monitoring Total	£750,000	£0	£750,000	£0	£750,000	£0	£0	£750,000	£0	£0	£0	£59,127	£0	£0	£59,127
IDP Total	£436,190,000	£62,750,000	£93,976,000	£25,757,000	£182,483,000	£41,221,000	£124,900,000	£348,604,000	-£87,586,000	£0	£22,747,370	£14,014,975	£0	£41,221,000	£77,983,346
				Check Total	£182,483,000										

IDP TOTALS (EARLY DELIVERY)

Infrastructure Type / Project	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding				Funding secured					
		CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	Total funding	Funding gap	CIL	S106 agreed	S106 recd	S278	Other Committed Funding	Total
Transport & Utilities 2017-22 Total	£49,204,000	£5,000,000	£17,800,000	£19,904,000	£42,704,000	£9,700,000	£3,000,000	£55,404,000	£6,200,000	£0	£5,983,305	£1,926,085	0	£9,700,000	£17,609,390
Education 2017-22 Total	£71,060,000	£2,540,000	£29,100,000	£0	£31,640,000	£9,620,000	£0	£41,260,000	-£29,800,000	£0	£93,496	£0	£0	£9,620,000	£9,713,496
Health & Emergency Services 2017-22 Total	£64,115,000	£12,500,000	£4,115,000	£0	£16,615,000	£12,500,000	£31,000,000	£60,115,000	-£4,000,000	£0	£0	£1,811,160	£0	£12,500,000	£14,311,160
Indoor Sports & Culture 2017-2022 Total	£38,090,000	£4,200,000	£1,329,000	£0	£5,529,000	£2,000,000	£13,261,000	£20,790,000	-£17,300,000	£0	£0	£0	£0	£2,000,000	£2,000,000
Open Spaces & Sports Pitches 2017-2022 Total	£3,150,000	£0	£3,150,000	£0	£3,150,000	£0	£0	£3,150,000	£0	£0	£989,191	£1,057,529	£0	£0	£2,046,720
Community Facilities & Monitoring 2017-2022 Total	£1,200,000	£1,200,000	£0	£0	£1,200,000	£250,000	£0	£1,450,000	£250,000	£0	£0	£0	£0	£250,000	£250,000
															£0
IDP Total 2017-2022	£226,819,000	£25,440,000	£55,494,000	£19,904,000	£100,838,000	£34,070,000	£47,261,000	£182,169,000	-£44,650,000	£0	£7,065,992	£4,794,774	£0	£34,070,000	£45,930,766

Check Total £100,838,000

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 Rec'd	S278 agreed		
T2		Major carriageway and junction improvements (including pedestrian and cycleway provision / connectivity). Includes Europa Way Corridor parts 1 and 2, Europa , Myton Road Roundabout, Shires Retail Park Roundabout, Grey's Mallory Roundabout.	£37,000,000		£17,500,000	£18,700,000.00	36,200,000	£3,600,000 Growth Deal bid secured.	£3,000,000 potentially from strategic development proposals in Stratford District		£7,369,390	£1,926,085		Project Board in place and meeting regularly. First two phases of S278 works are well underway and will be complete during 2019. Third phase of S278 works likely to start on Gallows Hill late 2019 providing new junction to link spine roads north and south of Gallows Hill. WCC started to design wider dualling scheme for Europa Way. Design code/standard for Europa Way and public realm complete and agreed.	Early 2017-2022
	Transport Infrastructure: A452 Leamington to Kenilworth Corridor														
T3		Includes carriageway and junction improvements as well as the provision of a park and ride facility and cycle route enhancements K2L. Includes cost of dualling of A452.	£17,900,000		£6,000,000		6,000,000		Highways England , RIS2 and future potential from S278. Other funding sources may be identified as a result of the A452 being included in the DfT Major Route Network and potential for some HS2 funding.					Delivery will be post A46 Stoneleigh improvements (T12a). Works can not be concurrent due to HS2 Hybrid Bill restrictions. Once A46 Stoneleigh works are complete HS2 construction traffic will be reassigned to A46 Stoneleigh junction. Potential for K2L to be delivered in advance, subject to addressing funding issues. Business cases for both schemes have been developed, further work on these will be undertaken 2018/19.	Medium 2023-2027
T3a		Cycle and Bus Priority Measures for the A452 Corridor (Kenilworth to Leamington)	£1,000,000	£1,000,000			1,000,000							To be incorporated in assessment wok for T3	
T17		North Leamington Park and ride	£1,500,000	£1,500,000			1,500,000							Development for strategic P&R strategy to commence 2018/19	TBC
	Transport Infrastructure: Warwick-Leamington-Lillington (via Emscote Road)														
T4		Multi modal improvements Includes carriageway improvements and junction improvements to the following : Emscote Rd / Greville Road, Princess Drive/ Warwick New Road, A445/ Lillington Avenue/ Lillington Road.	£1,660,000	£1,660,000			1,660,000		Emscote road works, Princes drive junction may be recipients of SEP bid finance					Scheme is on the 2018 Regulation 123 List, scheme development work to commence 2018/19	Early to medium 2017-2027

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 Rec'd	S278 agreed		
	Transport Infrastructure: Leamington South (including Tachbrook Road)														
T5		Multi modal improvements,Includes carriageway improvements and junction improvements to Princes Drive / Park Road, Bath Street Gyratory,Adelaide Road/ Avenue Road, Dormer Place/ Adelaide Road.	£3,900,000	£3,900,000			3,900,000		£120,000 from strategic development proposals in Stratford District					CIL funding application submitted, scheme development work to commence 2018/19	Early to medium 2017-2027
		Sydenham Drive / Radford Road potential widening	£653,000			£653,000	653,000								
	Transport Infrastructure: Warwick Town Centre to Heathcote via Gallows Hill														
T6		Includes carriageway improvements and junction improvements Specific road improvements – (two lanes to both Banbury Road and Gallows Hill).	£5,200,000			£5,200,000	5,200,000		£180,000 from strategic development in Stratford District		£3,150,000				Medium 2023-2027
	Transport Infrastructure: Warwick Town Centre to Leamington (via Myton Road)														
T7		Myton Road Roundabout - synchronisation of signaling system	£1,204,000			£1,204,000	1,204,000		Potential for funding from SEP / Growth Deal Bid					Details in Europa Way and Warwick Town Centre to Heathcote via Gallows Hill corridors	Early 2017-2022
	Transport Infrastructure: A429 Coventry Road, Warwick														
T8		Coventry Road / Spinney Hill Roundabout	£1,140,000	£1,140,000			1,140,000								Medium 2023-2027
	Transport Infrastructure: A425 Birmingham Road, Warwick														
T9	A46/A425/A4177 Birmingham Road 'Stanks Island'		£6,000,000		£300,000		£300,000	£3,500,000 from SEP from WCC £2,600,000 Corporate Growth Fund			£540,000			Construction expected to commence summer 2018, some site clearance already undertaken	Early 2017-2022
	Transport Infrastructure: A46 to Cubbington														
T10		Bericote Rd / Stoneleigh Rd, Kenilworth Road /Westhill Roiad, A445/Sandy Lane	£2,338,000		£2,338,000		£2,338,000							Confirmation of assignment to CIL / S106 yet to be confimed by County Highways	Medium 2023-2027

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 Rec'd	S278 agreed		
	Transport Infrastructure: Strategic corridor improvements														
T11	M40 Motorway Traffic Management and A46 Expressway Upgrade to improve linkages with M5 and M6	Provision of Smart Motorways between J14 and J15 of the M40	n/a				0		S106 contributions from strategic development in Stratford District					The Local Plan evidence base highlights that WDC Local Plan growth is not the trigger for major improvements to the strategic motorway network. These capacity concerns will have to be addressed before the end of the Plan period. The precise identification and costing of any improvements is yet to be determined and there is potential for any scheme(s) to be predominantly financed / delivered by HE/ DfT	Late 2028 and beyond
	Transport Infrastructure: Kenilworth Locality Improvements														
T12		Including improvements to Kenilworth Gyratory, Kenilworth Road,A429 / Stoneleigh Road/ Gibbett Hill Road.	£503,000		£503,000		£503,000							Kenilworth gyratory assessment work included in the forthcoming Kenilworth Development Brief. Note nominal contribution to A45/ Kenilworth Road and A429 Stoneleigh Road/ Gibbet Hill Road yet to be identified. Progress with the A46 Link Road Phase 2 may result in the the scale of the mitigation requirement being reduced.	Early to medium 2017-2027
T12b		Dalehouse Lane/Knowle Hill improvement	£500,000											Additional mitigation requirement indentified through more detailed assessment work included in the East of Kenilworth Development Brief	Medium 2023 -2027
T12c		Crewe Lane treatment (inc. B4115 junction)	£1,000,000											Additional mitigation required identified through more detailed assessment work included in the Kenilworth Development Brief. Western section to be improved for mainly ped/cycle use and for access only. Eastern section to be widened to create connection between H40 spine road and B4114 (inc ped/cycle improvements)	Early 2017-2022
	Transport Infrastructure: A46 Strategic project														
T13		Phase One, Stoneleigh A46 junction: Full graded seperated roudabout to be constructed with new south facing slip roads and bridge over A46. To include cycle and pedestrian provision.	£33,100,000				£0	£10m WCC Capital Infrastructure Fund, £6.6m WMCA Devolution Deal funding (agreed subject to successful DfT funding submission)	£19.6m DfT Large Local Major Scheme Fund - to be applied for with Full Business Case, application in hand for funding through HE Cycling Infrastructure Fund, and discussions underway for S106 funding as part of Whitley South planning application					Planning permission granted. Some value engineering currently being completed, on-going work with Highways England to confirm technical approval. Collaborative working with HS2 to plan for adjacent construction. Overall funding and project budget under review. Project due to be completed in time to take peak HS2 traffic to Stoneleigh compound (2021)	Early to medium 2017-2027
T13b		Phase Two, A46 link road, between the Stoneleigh Rd junction to Westwood Heath	£80,000,000						Funding anticipated from Homes England - HIF - £35m, WMCA Devolution Deal ETBC, DfT LLM £35m, S106 Developer funding ETBC					A46 Link Road Phase 2 is part of the wider A46 strategic programme. Phase 2 links the A46 Stoneleigh Junction improvement (Phase 1) roundabout terminating towards Westwood Heath.	Early to medium 2017-2027
	Transport Infrastructure: Sub-regional Employment Site														
T14	Transport Infrastructure Associated with Sub-regional employment site	The recently approved planning application at Whitely South incorporates the delivery of the infrastructure set out below.					£0							It should be noted that the South of Whitely application does not cover the total that is allocated in the Local Plan for employment purposes and further requirements (and consequently additional contributions may be sought / forthcoming).	Early 2017-2022
		• New junction on A45 between Festival and Toll Bar islands including bridge over A45 to link site with Jaguar Whitley Business Park (Coventry)					£0								
		• New access road within the site to link the two zones (east of Baginton and south of Middlemarch Business Park).					£0								
		• New roads within the Jaguar Whitley Business Park (Coventry)					£0								
		• Improvements to capacity of Festival island (Coventry) and the A46/Stoneleigh Road junction					£0								
		• Enhancement to Stivichall bypass/London Road bypass junction					£0								
		• New roundabout at junction of Bubbenhall and Stoneleigh Roads.					£0								
		• New bus route with high quality infrastructure and frequent services between Coventry City Centre and site.					£0								
		• Extensive improvements to off-site footpaths and cycleway links.					£0								
		• Measures to restrict traffic from the site entering/exiting along Rowley Road/Bubbenhall Road.					£0								

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 Rec'd	S278 agreed		
	Transport Infrastructure: Town Centre Strategies														
T15a		Town Centre Strategies, Leamington Spa, Warwick, Kenilworth	£5,000,000	£5,000,000			£5,000,000							Elements of the Warwick Town Centre strategy have been programmed for delivery and project is on the Regulation 123 List to allow CIL funding to cover the development of the next stages of the town centre scheme. Further study work ongoing in Warwick, Leamington and Kenilworth.	Early 2017-2022
T15b		Castle Hill Gyratory Signals	£876,000		£876,000		£876,000							This will be included within the Warwick Town Centre Scheme	
T15c		Improvements to Priory Road Smith Street and St Nicholas Church Street	£626,000		£626,000		£626,000							This will be included within the Warwick Town Centre Scheme	
T16	Cycling,bus priority measures and other sustainable transport schemes not specified in Appendix B of the 2016 STA		£2,000,000	£2,000,000			£2,000,000								
T99	Strategic, non-specific infrastructure contributions										£8,523,000	£3,228,950			
	Transport Infrastructure Total		£204,575,000	£16,200,000	£29,143,000	£25,757,000	£71,100,000	£26,300,000	£92,900,000	£0	£19,693,566	£5,194,035	£0		
	Telecommunications														
	Utilities: Electric and Gas														
	Utilities: Water and Sewage														
	Utilities: Waste														
W1	Household Waste and Recycling	Redesign of existing household recycling facilities to accommodate population increase.	£575,000	£460,000			£460,000	£115,000							Medium 2023-2027
	Waste: Sub Total		£575,000	£460,000	£0	£0	£460,000	£115,000	£0						
	Utilities Total		£575,000	£460,000	£0	£0	£460,000	£115,000	£0	£0	£0	£0	£0		

TRANSPORT & UTILITIES (EARLY DELIVERY)

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 Rec'd	S278 agreed		
T2		Major carriageway and junction improvements (including pedestrian and cycleway provision / connectivity). Includes Europa Way Corridor parts 1 and 2, Europa , Myton Road Roundabout, Shires Retail Park Roundabout, Grey's Mallory Roundabout.	£37,000,000	£0	£17,500,000	£18,700,000	£36,200,000	£3,600,000 Growth Deal bid secured.	£3,000,000 potentially from strategic development proposals in Stratford District		£7,369,390	£1,926,085		A project board has been convened to ensure that the phased development of the Corridor is co-ordinated, effective and minimises disruption. First phase of the works are the access works to Gallows Hill and Heathcote Farm developments funded through S278. This is likely to last 10 months Phase 2 is scheduled to be works related to the Catesby scheme, again funded through S278.	Early 2017-2022
T7		Myton Road Roundabout - synchronisation of signaling system	£1,204,000	£0	£0	£1,204,000	£1,204,000		Potential for funding from SEP / Growth Deal Bid					Details in Europa Way and Warwick Town Centre to Heathcote via Gallows Hill corridors	Early 2017-2022
T9	A46/A425/A4177 Birmingham Road 'Stanks Island'		£6,000,000	£0	£300,000	£0	£300,000	£6,100,000 from SEP & Growth Fund			£540,000				Early 2017-2022
T14	Transport Infrastructure Associated with Sub-regional employment site	The recently approved planning application at Whitely South incorporates the delivery of the infrastructure set out below.												It should be noted that the South of Whitely application does not cover the total that is allocated in the Local Plan for employment purposes and further requirements (and consequently additional contributions may be sought / forthcoming).	Early 2017-2022
T15a		Town Centre Strategies, Leamington Spa, Warwick, Kenilworth	£5,000,000	£5,000,000	£0	£0	£5,000,000							£2 M Leamington Spa, £2M Warwick, £1M Kenilworth	Early 2017-2022
	Transport & Utilities 2017-22 Total		£49,204,000	£5,000,000	£17,800,000	£19,904,000	£42,704,000	£9,700,000	£3,000,000	£0	£7,909,390	£1,926,085	£0		

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress - September 2017	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 Rec'd	S278 agreed		
E1a	New Primary Schools	Heathcote Primary School (1 x 2 form)	£3,500,000		£3,500,000		£3,500,000	Forward funded by WCC in advance of S106 receipts – school to be a free school academy run by the Community Academies Trust.						The school opened at 1 Form of Entry in September 2017. It is envisaged the school will expand to 2 Forms of Entry by September 2021 admission. This date will be kept under review and will align with need based on housing delivery	Early 2017-2022
E1b	New Primary Schools	Grove Farm (Oakley Grove) Primary School (1 x 1 form)	£3,400,000		£3,400,000		£3,400,000		Expect this to be provided as part of the Free School initiative. Probable forward funding by the Education Funding Agency.					Current Government Policy means that this school will be delivered as a Free School. Land will be available to support the provision of a 2 form entry primary school. The school will only be brought forward when demand dictates.	Medium 2023-2027
E1c	New Primary Schools	Myton / West of Europa Way (1 x 2 form)	£6,000,000		£6,000,000		£6,000,000.00		Expect this to be provided as part of the Free School initiative. Probable forward funding by the Education Funding Agency. Assumed existing S106 contributions will cover this		1,693,530	4,922,072.57		*Location to be adjacent Myton School details being developed through master planning arrangements. Exact location yet to be determined	Medium 2023-2027
E1d	New Primary Schools	Whitnash East / South Sydenham (1x 1 form)					0		Will be funded as a free school if required					This site will only be brought forward if demand requires.	Late 2028 and beyond
E1e	New Primary Schools	Thickthorn school (1x2 form) - located at East of Kenilworth	£6,000,000		£6,000,000		£6,000,000		Expect this to be provided as part of the Free School initiative. Probable forward funding by the Education Funding Agency.					Work is currently taking place to identify the most appropriate pattern of primary education provision East of Kenilworth. Discussions are taking place with Land Owners / Developers and The Regional Schools Commissioner to consider possible options. Initial pressure on places likely to be mitigated through expansion of existing school	Early 2017-2022
E1f	New primary Schools	Kings Hill Allocation - (based on 2000 dwellings) 1x 2 form entries. Note: Education planning requires consideration for requirements across the entire proposed site i.e. 4000 dwellings and discussions with developers have been on this basis)					0							Estimated pupil yield for 4000 dwellings suggests the need for up to 5 forms of entry at primary school age. The pattern of provision is still to be determined although The proposed primary education solution for Kings Hill is for the provision of 2 x 2FE primary schools with one of those schools on a site capable of expansion to 3FE if required. Discussions have taken place with Coventry City Council to ensure we don't over provide places and put existing schools at risk. Discussions have confirmed that there is no surplus capacity of school places in the neighbouring part of Coventry. Application has been received for first phase of development (ca 2500 dwellings) which includes the secondary school and 1 primary school (app W/18/0643) New primary school provision will be required reasonably early on in development.	Early 2017-2022
E1g	New Primary Schools (Asps)	Asps' obligation reserves land for a primary school, one form entry plus pre-school; 1.1 acres and primary school funding package.	£2,900,000		£2,900,000		£2,900,000		Any additional costs to be funded by the EFA.		2,723,067			No further action will be taken until a Reserved Matters application is submitted. Agreement about the location of the school site will be required. Masterplan discussions underway - early stages *****	Medium 2023-2027
E2a	Expansion of existing schools (Whitnash)	Whitnash Primary School – 0.5 form entry additional capacity	£1,500,000		£1,500,000		£1,500,000							Expansion in line with need in the local area. Possibility of creating an alternative entrance to the school by linking with Whitnash Town Council's plans for a community hub on the adjacent Sports Ground. Projections suggest expansion required September 2021	Early 2017-2022
E2b	Expansion of existing school (Barford)	Development of additional capacity at Barford Primary School	£500,000		£480,000		£480,000	£20,000			93,496			WCC worked with the Coventry Diocesan Board of Education to enable St Peter's to admit up to 1 form of entry throughout the school. Phase 2 build has also taken place to expand kitchen facilities The build delivered by the DBE but funded by WCC in advance of S106 receipt.	Early 2017-2022
E2c	Expansion of existing school (Budbrooke)	Budbrooke to be expanded from 1.5 form entry to 2 form entry to cater for additional demand in respect of new allocations in the vicinity(Hampton Magna / Hatton Park)	£1,500,000		£1,500,000		£1,500,000							Budbrooke Primary School is now managed by the Community Academies Trust. Budbrooke Primary is on a large enough site to support expansion to 2 forms of entry. Expansion will only be considered once there is a recognised need. This is to ensure sustainability. Expansion will not be required until growth in housing locally.	Medium 2023-2027
E3	Village schools	No additional requirement. The provision of additional capacity as set out in E1, E2 and E3, combined with displacing children out of priority area means that the proposals for new development in villages can be met at the following schools:												Cubbington, Radford Semele and Lapworth Schools don't lend themselves to expansion. Bishops Tachbrook possibly could expand but the growth locally would not support an additional form of entry. All Saints Primary School at Leek Wootton have expressed an interest in expansion. Proposed growth locally does not require expansion and any potential S106 income would be unlikely to support the cost of the required build. A number of existing S106s require funds towards the provision of additional school places as a contribution towards the cost of home to school transport. This is in recognition that the local schools can't be expanded and so children will have to travel out of the area to access a school place.	Late 2028 and beyond
		• Bishops Tachbrook													
		• Cubbington													
		• Budbrooke													
		• Lapworth													
		• Radford Semele													
		• Burton Green													
		• All Saint's Leek Wootton													
	Primary Schools - Sub Total		£21,900,000	£0	£25,280,000	£0	£25,280,000	£20,000		£0	£4,510,093	£4,922,073	£0		
	Education: Secondary Schools														

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress - September 2017	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 Rec'd	S278 agreed		
	South of Warwick Sites (overview)						£0							The delivery of additional secondary school places will be delivered through a phased approach. The first phase will see the expansion of Campion School and plans are well advanced to grow the school from 5 to 7FE. Phase 2 is likely to see the provision of a new free school. Initial discussions continue with the school and additional places should be available from September 2019.	
E4	South of Warwick: Southern Sites	See above	To be quantified				£0							The exact delivery of additional places is still to be determined. Any new school will be a free school as per current Government policy. Additional provision at this location forms part of the wider strategy for ensuring a sufficient supply of school places. Join with above	Medium 2023-2027
E5	Whitnash East	Expansion of Campion School	£8,150,000		£8,150,000		£8,150,000				£623,330			The first phase will see the expansion of Campion School and plans are well advanced to grow the school from 5 to 7FE.	Early 2017-2022
E6	Kenilworth	There is an aspiration for Kenilworth School to relocate both of the existing school sites on to one new site at Southcrest farm.	£47,000,000		£7,600,000		£7,600,000	£9,600,000	Note: - A significant contribution may come from existing school site land sales.					Work underway to provide relocation of school to single site. Significant HIF bid succesful. Related Executive paper coming forward regarding site assembly and also the East of Kenilworth SPD. School scheduled to open Sept 2021.	Early 2017-2022
E7	Kings Hill Allocation	As site proceeds to 4000 dwelling capacity (beyond plan period /2000 threshold) land should be reserved to cover the possibility of a new 'all-through' primary / secondary school and Special Educational needs facilities.	To be quantified				0							The provision of 4,000 homes will require a minimum of 5 form of entry for education purposes. Proposed development at Westwood Heath will also require the provision of additional capacity and this could see the need for 6 or 7 forms of entry in total at secondary age. Discussions are taking place with the developers but the need for on-site secondary provision is agreed. Provision will need to be funded from developer contributions and possible forward funding from EFA as part of the provision of free schools. It is likely that the new school will also support the provision of school places for growth in the Westwood Heath area. Application now received for the first phase (ca 2500 dwellings) including secondary school.	Medium 2023-2027
E8	North of Milverton / Blackdown / Stoneleigh Road allocations	Expansion of existing school provision, possibly North Leamington and / or The Trinity School	To be quantified				0							To be removed as no relevant allocations	Late 2028 and beyond
E9	Other Sites	Unspecified expansion to primary and secondary schools	£2,500,000	£2,500,000			£2,500,000				£4,875,471			Situation to be kept under review as growth in the area unfolds	Medium 2023-2027
	Secondary Schools Sub Total		£55,150,000	£2,500,000	£15,750,000	£0	£18,250,000			£0	£5,498,801	£0	£0		
	Education : 0-5 Provision														
E10	District-wide facilities	Contribution to improvement and expansion of existing facilities – details to be confirmed	£1,200,000	£1,200,000			£1,200,000				£444,103			It is the aspiration of WCC that all new primary schools will have pre-school provision on site, either run by the school itself or by a private provider. This cannot be guaranteed however as the Free Schools agenda rolls out and WCC have less control. WCC will continue to seek pre-school contributions from developers to ensure a sufficient supply of pre-school provision.	Early 2017 onwards
	Education: Special Educational Needs Provision														
E11	District-wide facilities	Contribution to Improvement and expansion of existing facilities – details to be confirmed	£1,340,000	£1,340,000			£1,340,000				£186,835	£18,436		Funds collected to support necessary adaptations to enable pupils to attend schools of their choice as identified in their Education Health and Care Plan. This is likley to see adaptations to mainstream schools rather than necessarily expansion of existing special schools.	Early 2017 onwards
	School Transport														

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress - September 2017	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 Rec'd	S278 agreed		
E12	Contribution to school transport		£1,870,000		£1,870,000		£1,870,000							WCC will continue to seek contributions towards the provision of school transport where believed to be justifiable. This could be because it is not possible to expand the local primary school or because pupils have to travel more than the statutory distance to secure secondary places.	Medium 2023-2027
	Education Other : Sub Total		£4,410,000	£2,540,000	£1,870,000	£0	£4,410,000	£0		£0	£630,938	£18,436	£0		
E99	Strategic, non-specific infrastructure contributions											£4,587,061			
	Education Total		£81,460,000	£5,040,000	£42,900,000	£0	£47,940,000	£20,000		£0	£10,639,832	£4,940,509	£0		

EDUCATION (EARLY DELIVERY)

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress - September 2017	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL	S106 agreed	S106 paid	S278		
E1a	New Primary Schools	Heathcote Primary School (1 x 2 form)	£3,500,000	£0	£3,500,000	£0	£3,500,000	Forward funded by WCC in advance of S106 receipts – school to be a free school academy run by the Community Academies Trust.						The school opened at 1 Form of Entry in September 2017. It is envisaged the school will expand to 2 Forms of Entry by September 2021 admission. This date will be kept under review and will align with need based on housing delivery	Early 2017- 2022
E1e	New Primary Schools	Thickthorn school (1x1 form) - located at Thickthorn.	£6,000,000	£0	£6,000,000	£0	£6,000,000		Expect this to be provided as part of the Free School initiative. Probable forward funding by the Education Funding Agency.					Work is currently taking place to identify the most appropriate pattern of primary education provision East of Kenilworth. Discussions are taking place with Land Owners / Developers and The Regional Schools Commissioner to consider possible options. Initial pressure on places likely to be mitigated through expansion of existing school	Early 2017-2022
E1f	New primary Schools	Kings Hill Allocation - (based on 2000 dwellings) 1x 2 form entries. Note: Education planning requires consideration for requirements across the entire proposed site i.e. 4000 dwellings and discussions with developers have been on this basis)	£0	£0	£0	£0	£0							Estimated pupil yield for 4000 dwellings suggests the need for up to 5 forms of entry at primary school age. The pattern of provision is still to be determined although The proposed primary education solution for Kings Hill is for the provision of 2 x 2FE primary schools with one of those schools on a site capable of expansion to 3FE if required. Discussions have taken place with Coventry City Council to ensure we don't over provide places and put existing schools at risk. Discussions have confirmed that there is no surplus capacity of school places in the neighbouring part of Coventry. Application has been received for first phase of development (ca 2500 dwellings) which includes the secondary school and 1 primary school (app W/18/0643) New primary school provision will be required reasonably early on in development.	Early 2017-2022
E2a	Expansion of existing schools (Whitnash)	Whitnash Primary School – 0.5 form entry additional capacity	£1,500,000	£0	£1,500,000	£0	£1,500,000							Exapnsion in line with need in the local area. Possibility of creating an alternative entrance to the school by linking with Whitnash Town Council's plans for a community hub on the adjacente Sports Ground. Projections suggest expansion required September 2021	Early 2017-2022
E2b	Expansion of existing school (Barford)	Development of additional capacity at Barford Primary School	£500,000	£0	£480,000	£0	£480,000	£20,000			93,496			WCC worked with the Coventry Diocesan Board of Education to enable St Peter's to admit up to 1 form of entry throughout the school. The build delivered by the DBE but funded by WCC in advance of S106 receipt.	Early 2017-2022
E5	Whitnash East	Expansion of Campion School	£8,150,000	£0	£8,150,000	£0	£8,150,000							The first phase will see the expansion of Campion School and plans are well advanced to grow the school from 5 to 7FE.	Early 2017-2022
E6	Kenilworth	There is an aspiration for Kenilworth School to relocate both of the existing school sites on to one new site at Southcrest farm.	£47,000,000	£0	£7,600,000	£0	£7,600,000	£9,600,000	Note: - A significant contribution may come from existing school site land sales.					Work underway to provide relocation of school to single site. Significant HIF bid succesful. Related Executive paper coming forward regarding site assembly and also the East of Kenilworth SPD. School scheduled to open Sept 2021.	Early 2017-2022
	Education Other : Sub Total		£4,410,000	£2,540,000	£1,870,000	£0	£4,410,000	£0							
	Education 2017-22 Total		£71,060,000	£2,540,000	£29,100,000	£0	£31,640,000	£9,620,000		£0	£93,496	£0	£0		

HEALTH & EMERGENCY SERVICES

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 paid	S278 agreed		
	Health: Acute and Community Health Services														
H1	Warwick Hospital	First ward block at the Warwick Hospital site – the main provider of acute hospital services.	£12,000,000		£4,000,000		£4,000,000		£4,000,000			£1,078,986		*Delivered but forward funded – money recouped from WDC/SDC developer contributions. £6,000,000 overall available from S106 agreements in Warwick District thus far £977,000 to go to acute healthcare from the Asps Gallows Hill will deliver £476,550 for acute healthcare provision Note above figures are incorporated in the overall WDC S106 total	Early 2017-2022
H2	Warwick Hospital	Additional outpatient, diagnostic, treatment and in-patient facilities, including hubs for community health care teams at Warwick and Stratford Hospitals - it is recognised that the first New Ward Block and Stratford Hospital projects will not fully meet the healthcare demand associated with the new population growth projections and we will require additional infrastructure to deliver future acute and community healthcare requirements on a sustainable basis	£12,000,000	£4,000,000			£4,000,000	£4,000,000 SDC	£4,000,000			£593,887			Early 2017-2022
H3	Stratford Hospital	A new hospital at our Stratford Hospital site including outpatient, diagnostic, treatment and inpatient facilities and a hub for community healthcare teams. (Target completion for Phase 1 by Autumn 2015).This is integral to enabling additional capacity at Warwick Hospital	£40,000,000	£8,500,000			£8,500,000	£8,500,000 SDC	£23,000,000					Development underway –anticipated completion 2017 CIL apportionment to be shared with Stratford District Council	Early 2017-2022
	Health – Hospital Sub Total		£64,000,000	£12,500,000	£4,000,000	£0	£16,500,000	£12,500,000	£31,000,000	£0	£0	£1,672,873	£0		

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 paid	S278 agreed		
	Health: GP Services														
H4	Warwick: Southern Sites	A new 5 GP medical centre to be provided land at Myton/ West of Europa Way	£2,900,000		£2,900,000		£2,900,000							*Site being identified through detailed through detailed planning negotiations.	Medium 2023-2027
H5	Warwick Gates medical centre	Expansion / additional works to improve existing medical centre	£115,000		£115,000		£115,000					£138,287.46		Note £113,000 of S106 finance will fund these additional works to the existing surgery at Warwick Gates	Early 2017-2022
H6	Kenilworth	Expanded medical facilities to meet the needs of additional development.	£140,000		£126,000		£126,000	£14,000							TBC
H7	Whitnash / Sydenham / Radford Semele	Expansion of existing medical centre - potentially Croft Medical Centre	£95,000		£73,000		£73,000	£22,000							TBC
H8	Lillington / Cubbington	Extension to Cubbington Road Surgery	£2,800,000	2800000			£2,800,000							Work is progressing on a feasibility study to explore where and how to provide a new "health hub" in Lillington to replace both the Cubbington Road surgery and Crown Way Clinic. A multi-agency project group is being established to include the South Warwickshire Foundation Trust, CCG, Public Health Warwickshire and Warwick District Council. A report on this was consider separately be Executive on 31 st May, approving WDC involvement. One of the roles of this Project Group will be to establish a timetable for delivery of the hub.	TBC
H9	Urban Sites	Combining of existing practices	£400,000	£400,000			£400,000								TBC
H10	Leamington Town Centre	Provision of a new medical facility in Leamington town centre, potentially relocating existing practices	£5,500,000				£0							Project would provide additional as well as reformatted provision for central Leamington. In very early stages of project, site yet to be identified	TBC
	Health - GP Sub Total		£11,950,000	£3,200,000	£3,214,000	£0	£6,414,000	£36,000		£0	£0	£138,287	£0	£0	
H99	Strategic, non-specific infrastructure contributions											£1,066,481			
	Health Total		£75,950,000	£15,700,000	£7,214,000	£0	£22,914,000	£12,536,000	£31,000,000	£0	£0	£1,811,160	£0		

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 paid	S278 agreed		
	Emergency Services														
ES1	Police: Custody Suite	12 additional cells needed	£500,000	£500,000			£500,000								
ES2a	Police: Safer Neighbourhood Team Police Office	Additional offices at Europa Way	£450,000		£450,000		£450,000								Medium 2023-2027
ES2b	Police: Safer Neighbourhood Team Police Office	Additional office at Lower Heathcote Farm	£450,000		£450,000		£450,000								Medium 2023-2027
ES2c	Police: Safer Neighbourhood Team Police Office	Additional office at Thickthorn	£450,000		£450,000		£450,000							No longer a police requirement, S106 to be requested to bolster additional service	Medium 2023-2027
ES2d	Police: Safer Neighbourhood Team Police Office at the Asps	Additional office at Asps plus £188,000 for fitting out etc to be delivered by developers (agreed in legal obligations)					£0	Additional office at Asps plus fitting out met in Asps obligation.							Medium 2023-2027
ES3	Other police equipment and costs	A range of other "CIL Compliant" costs including vehicles, communications technology and surveillance equipment, training, uniform and personal equipment	£500,000	£500,000			£500,000				£97,415.00				Medium 2023-2027
ES4	Ambulance Service	The service has undertaken a recent premises review. They have no further premises requirements during the Plan Period	£0				£0							The Ambulance Trust is keen to work with Developers to support the provision of defibrillators. WCC supports requests for the provision of defibrillators on all new public buildings either through direct provision of the payment of a financial contribution. (Approx cost per defib is £1,500)	Medium 2023-2027
ES99	Strategic, non-specific infrastructure contributions											£104,851.60			
	Emergency Services Total	£2,350,000		£1,000,000	£1,350,000	£0	£2,350,000			£0	£97,415	£0	£0		

HEALTH & EMERGENCY SERVICES (EARLY DELIVERY)

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL	S106 agreed	S106 paid	S278		
H1	Warwick Hospital	First ward block at the Warwick Hospital site – the main provider of acute hospital services.	£12,000,000	£0	£4,000,000	£0	£4,000,000	£0	£4,000,000			£1,078,986		*Delivered but forward funded – money recouped from WDC/SDC developer contributions. £6,000,000 overall available from S106 agreements in Warwick District thus far £977,000 to go to acute healthcare from the Asps Gallows Hill will deliver £476,550 for acute healthcare provision Note above figures are incorporated in the overall WDC S106 total	Early 2017-2022
H2	Warwick Hospital	Additional outpatient, diagnostic, treatment and in-patient facilities, including hubs for community health care teams at Warwick and Stratford Hospitals - it is recognised that the first New Ward Block and Stratford Hospital projects will not fully meet the healthcare demand associated with the new population growth projections and we will require additional infrastructure to deliver future acute and community healthcare requirements on a sustainable basis	£12,000,000	£4,000,000	£0	£0	£4,000,000	£4,000,000	SDC £4,000,000			£593,887			Early 2017-2022
H3	Stratford Hospital	A new hospital at our Stratford Hospital site including outpatient, diagnostic, treatment and inpatient facilities and a hub for community healthcare teams. (Target completion for Phase 1 by Autumn 2015).This is integral to enabling additional capacity at Warwick Hospital	£40,000,000	£8,500,000	£0	£0	£8,500,000	£8,500,000	SDC £23,000,000					Development underway –anticipated completion 2017 CIL apportionment to be shared with Stratford District Council	Early 2017-2022
H5	Warwick Gates medical centre	Expansion / additional works to improve existing medical centre	£115,000		£115,000		£115,000					138,287.46		Note £113,000 of S106 finance will fund these additional works to the existing surgery at Warwick Gates	Early 2017-2022
	Health & Emergency Services 2017-22 Total		£64,115,000	£12,500,000	£4,115,000	£0	£16,615,000	£12,500,000	£31,000,000	£0	£0	£1,811,160	£0		

INDOOR SPORTS & CULTURAL FACILITIES

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding			Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding		Other Potential Funding	CIL agreed	S106 agreed	S106 paid	S278 agreed		
	Indoor Sports Facilities: Sports Halls and Swimming Pools															
ISF1	Improvements to sports hall and swimming pools	Phase1 (Newbold Comyn and St Nicholas centres)	£16,590,000		£1,329,000		£1,329,000	£2,000,000	£13,261,000				£607,800.45		St Nicholas Park completed and fully opened in April 2018. Newbold Comyn completed in Oct 2018	Early 2017-2022
		Phase 2 – (Abbey Fields) est cost £7-9m	£8,000,000									£354,079.00			Following public consultation, Jan 19 Executive approved taking designs for both Castle Farm and Abbey End to end of RIBA stage 3.	Early 2017-2022
		Phase 2 – (Castle Farm) est cost £12-15m	£13,500,000	£4,200,000			£4,200,000									Early 2017-2022
ISF99	Strategic, non-specific infrastructure contributions												£488,456.35			
	Indoor Sports Total		£38,090,000	£4,200,000	£1,329,000	£0	£5,529,000	£2,000,000	£13,261,000		£0	£354,079	£607,800	£0		
	Cultural Facilities: Library Services															
CU1	Contributions to Library Service	IT and stock purchases to support growth in population.	£155,000		£155,000		£155,000						13,462.39		The County Council does not currently have plans to deliver new library provision. Financial contributions are requested for all new developments of more than 24 dwellings to ensure that the service is able to provide appropriate stock as well as delivering targeted promotions.	Medium 2023-2027
	Cultural Facilities: Arts and Culture															
CU2	Kenilworth Public Service Centre and Community Theatre	Provide new public service centre along with a community theatre in line with the proposals consulted on for the Kenilworth Town Plan	£5,200,000	£4,200,000			£4,200,000			£1,000,000 assumed from sale of current Talisman theatre site						Medium 2023-2027
	Cultural Facilities Total		£5,355,000	£4,200,000	£155,000		£4,355,000			£1,000,000	£0	£0	£13,462	£0		

INDOOR SPORTS & CULTURAL FACILITIES (EARLY DELIVERY)

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding			Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding		Other Potential Funding	CIL	S106 agreed	S106 paid	S278		
ISF1	Improvements to sports hall and swimming pools	Phase1 (Newbold Comyn and St Nicholas centres)	£16,590,000	£0	£1,329,000	£0	£1,329,000	£2,000,000	£13,261,000				607,800.45		St Nicholas Park completed and fully opened in April 2018. Newbold Comyn completed in Oct 2018	Early 2017-2022
		Phase 2 – (Abbey Fields) est cost £7-9m	£8,000,000									£354,079.00			Following public consultation, Jan 19 Executive approved taking designs for both Castle Farm and Abbey End to end of RIBA stage 3.	Early 2017-2022
		Phase 2 – (Castle Farm) est cost £12-15m	£13,500,000	£4,200,000	£0	£0	£4,200,000	£0	£0							Early 2017-2022
	Indoor Sports & Culture 2017-2022 Total		£38,090,000	£4,200,000	£1,329,000	£0	£5,529,000	£2,000,000	£13,261,000	£0	£0	£354,079	£607,800	£0		

OPEN SPACES & INDOOR SPORTS

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 paid	S278 agreed		
	GREEN INFRASTRUCTURE														
	Country parks and Strategic Green Infrastructure														
GI1	Tach Brook Country Park	62.5 hectare Country Park to north side of Tach Brook providing a separation and recreational space between Bishops Tachbrook and proposed new development to the south of Harbury Lane. Include pedestrian and cycle access, links to wider countryside, and ecological areas. Costs include maintenance and management for 13 years.	£3,150,000		£3,150,000		£3,150,000				£2,046,720.00	1,057,529.17		Pre-application discussions around the Severn Trent site are underway. Brief to appoint design team likely to go out in July 2018 with consultations taking place over Summer / Autumn 2018. A report to the Executive will follow in November / December regarding the agreed design and procurement of the works contract and to approve the submission of a planning application.	Early 2017-2022
GI2	Kenilworth / Crackley Country Park	Country Park to the north of Kenilworth. Mitigation for HS2 proposals. Potential to link with future any proposals for University of Warwick. Include pedestrian and cycle access, links to wider countryside, and ecological areas. Costs include maintenance and management for 13 years	£2,800,000		£2,800,000		£2,800,000				£19,997.31			Consideration being given to submitting bid to HS2/BLEF fund	Late 2028 and beyond
GI3	Arden Landscape Enhancement	Enhancements to Hay Wood, hedgerows, enhancement of historic parkland at Wroxall Abbey, improved access, new wetland and heathland habitats. Costs include maintenance and management for 13 years	£2,670,000	£2,670,000			£2,670,000							Delivery of this may be subject to prioritisation of available CIL resources later in the plan period	Late 2028 and beyond
GI14	Whitely South	Provision of a country park					£0							Small parcel of park already has planning permission as part of W/17/1729 Application received with remainder of the park included. Application likely to go before Planning Committee in late August.	Medium 2023-2027

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 paid	S278 agreed		
G14	River Leam Tree Planting	New tree planting opportunities, enhancement of river environment, improved access. Will assist with flood alleviation. Costs include maintenance and management for 13 years	£4,630,000	£4,630,000			£4,630,000							Delivery of this may be subject to prioritisation of available CIL resources later in the plan period	Late 2028 and beyond
	Green Infrastructure Total		£13,250,000	£7,300,000	£5,950,000	£0	£13,250,000			£0	£2,066,717.31	£1,057,529.17	£0		

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 paid	S278 agreed		
	Open Space														
GI6	Improvements to Destination and District scale parks	Improvements to the District parks which have a key strategic role in the provision of open space in the District. This includes footpath improvements	£3,100,000	£3,100,000			£3,100,000					£142,303.84		St Nicholas Park and Abbey Fields included in the Reg123 List for 2018/9	Early to medium 2017-2027
GI7	Neighbourhood and Local Green Spaces	Provision of new open space, play areas, allotments and other local green infrastructure (and enhancements of existing) in line with the Green Space Supplementary Planning Guidance. To be specified in planning applications	£2,000,000		£2,000,000		£2,000,000					£178,831.82		Policy & Green Spaces teams producing new Supplementary Planning Document, drafts due late 2018	Early to medium 2017-2027
GI9	Footpath connections	Enhance links in to countryside from new developments and beyond. To be specified in planning applications	£150,000		£150,000		£150,000					£10,217.43		Public rights of way enhancement at the Asps	
	Open Spaces Total		£5,250,000	£3,100,000	£2,150,000	£0	£5,250,000			£0	£0.00	£331,353.09	£0		

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL agreed	S106 agreed	S106 paid	S278 agreed		
	Playing Pitches														
GI10	Football Pitches	Requirement for 5 additional full size pitches and 4 mini pitches across the District	£1,590,000	£1,200,000	£390,000.00		£1,590,000				£30,304.00			The new Playing Pitch Strategy currently under review and due to go to Executive during the summer of 2019	Medium 2023-2027
GI11	Cricket Pitches	Expansion of club infrastructure to increase adult cricket by 5 teams and 9 additional junior teams	£725,000	£650,000	£75,000.00		£725,000							The Playing Pitch Strategy will be refreshed and an update provided in the Autumn of 2018	Medium 2023-2027
GI12	Rugby Pitches	Expansion of club infrastructure to accommodate additional adult team, 3 additional junior teams and 3 additional midi team	£870,000	£750,000	£120,000.00		£870,000							The Playing Pitch Strategy will be refreshed and an update provided in the Autumn of 2018	Medium 2023-2027
GI13	Hockey Pitches	Additional demand for hockey by 5 teams, which could be accommodated on existing stock. However, the stock of artificial grass pitches will need renewing during the plan period.	£600,000	£550,000	£50,000.00		£600,000							The Playing Pitch Strategy will be refreshed and an update provided in the Autumn of 2018	Medium 2023-2027
	Strategic, non-specific infrastructure contributions											£33,712.32			
	Playing Pitches Total		£3,785,000	£3,150,000	£635,000	£0	£3,785,000			£0	£30,304	£0	£0		

OPEN SPACES & INDOOR SPORTS (EARLY DELIVERY)


	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL	S106 agreed	S106 paid	S278		
G11	Tach Brook Country Park	62.5 hectare Country Park to north side of Tach Brook providing a separation and recreational space between Bishops Tachbrook and proposed new development to the south of Harbury Lane. Include pedestrian and cycle access, links to wider countryside, and ecological areas. Costs include maintenance and management for 13 years.	£3,150,000	£0	£3,150,000	£0	£3,150,000	£0	£0		£2,046,720	£1,057,529		Pre-application discussions around the Severn Trent site are underway. Brief to appoint design team likely to go out in July 2018 with consultations taking place over Summer / Autumn 2018. A report to the Executive will follow in November / December regarding the agreed design and procurement of the works contract and to approve the submission of a planning application.	Early 2017-2022
	Open Spaces & Sports Pitches 2017-2022 Total		£3,150,000	£0	£3,150,000	£0	£3,150,000	£0	£0		£2,046,720	£1,057,529			

COMMUNITY FACILITIES & MONITORING

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL	S106 agreed	S106 paid	S278		
	Community Facilities														
CF1	Warwick: Southern Sites Community Centre	New Community Centre, including 1 year start-up costs	£1,200,000	£1,200,000			£1,200,000	£250,000							Early 2017-2022
CF1	South of Harbury Lane Community Centre	New Community Centre, including 1 year start-up costs	£1,200,000	£1,200,000			£1,200,000								Medium 2023-2027
CF2	Kenilworth: East of Kenilworth Community Centre	New Community Centre, including 1 year start-up costs	£1,200,000		£1,200,000		£1,200,000								Medium 2023-2027
CF3	Kings Hill Community Centre / hall	New Community Centre, including 1 year start-up costs	£1,200,000		£1,200,000		£1,200,000								Medium 2023-2027
	Village Infrastructure														
V1	Village Infrastructure	The proposed housing allocations for the growth villages will require (over and above any educational requirements) associated infrastructure investments. For example this could include facilities for teenagers; sport and recreation facilities; improved community halls; allotments; nursery provision; local road improvements etc.					£0								TBC
	Community Facilities Total		£4,800,000	£2,400,000	£2,400,000	£0	£4,800,000	£250,000		£0	£0	£0	£0		
	Monitoring Fees														
M1	S106 and CIL Monitoring	Resource to manage and monitor Section.106 and CIL for10 years	£750,000		£750,000		£750,000					59,126.86			
	Monitoring Total		£750,000	£0	£750,000	£0	£750,000			£0	£0	£59,127	£0		

COMMUNITY FACILITIES & MONITORING (EARLY DELIVERY)

	Infrastructure Type / Project	Project Detail	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Funding secured				Update and Progress	Implementation Phase
				CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	CIL	S106 agreed	S106 paid	S278		
CF1	Warwick: Southern Sites Community Centre	New Community Centre, including 1 year start-up costs	£1,200,000	£1,200,000	£0	£0	£1,200,000	£250,000	£0						Early 2017-2022
	Community Facilities & Monitoring 2017-2022 Total		£1,200,000	£1,200,000	£0	£0	£1,200,000	£250,000	£0	£0	£0	£0	£0		

 WARWICK DISTRICT COUNCIL	Finance & Audit Scrutiny Committee 5 February 2019	Agenda Item No. 6
Title	Work Programme & Forward Plan	
For further information about this report please contact	Amy Barnes Civic & Committee Services Manager 01926 456114 or committee@warwickdc.gov.uk	
Wards of the District directly affected	N/A	
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?	No	
Date and meeting when issue was last considered and relevant minute number	26 November 2018 – Minute Number 92	
Background Papers	N/A	
This report is produced for Scrutiny meetings for governance purposes. It is part of the process for ensuring that the Council is held to account for the decisions it makes or may make.		

1. Summary

- 1.1 This report informs the Committee of its work programme for 2018 (Appendix 1) and of the current [Forward Plan](#).

2. Recommendation

- 2.1 Members consider the work programme (Appendix 1) and agree any changes as appropriate.
- 2.2 The Committee to; identify any Executive items on the Forward Plan which it wishes to have an input before the Executive makes its decision; and to nominate a Member to investigate that future decision and report back to the Committee.
- 2.3 The Committee notes the comments made by the Executive in response to the Committees comments on Executive reports, as set out at Appendix 2.

3. Reasons for the Recommendation

- 3.1 The work programme should be updated at each meeting to accurately reflect the workload of the Committee.
- 3.2 Two of the five main roles of overview and scrutiny in local government are to undertake pre-decision scrutiny of Executive decisions and to feed into policy development.
- 3.3 If the Committee has an interest in a future decision to be made by the Executive, or policy to be implemented, it is within the Committee's remit to feed into the process.

- 3.4 The Forward Plan is actually the future work programme for the Executive. If a non-executive member highlighted a decision(s) which is to be taken by the Executive which they would like to be involved in, that member(s) could then provide useful background to the Committee when the report is submitted to the Executive and they are passing comment on it.
- 3.5 Appendix 2, Comments from Executive, is produced to create a dialogue between the Executive and the Overview and Scrutiny Committee. It ensures that the Overview and Scrutiny Committee are formally made aware of the Executive's responses.
4. **Background**
- 4.1 The five main roles of overview and scrutiny in local government are: holding to account; performance management; policy review; policy development; and external scrutiny.
- 4.2 The pre-decision scrutiny of Executive decisions falls within the role of 'holding to account'. To feed into the pre-decision scrutiny of Executive decisions, the Committee needs to examine the Council's Forward Plan and identify items which it would like to have an impact upon.
- 4.3 The Council's Forward Plan is published on a monthly basis and sets out the key decisions to be taken by the Council in the next twelve months. The Council only has a statutory duty to publish key decisions to be taken in the next four months. However, the Forward Plan was expanded to a twelve month period to give a clearer picture of how and when the Council will be making important decisions.
- 4.4 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.
- 4.5 The Forward Plan also identifies non-key decisions to be made by the Council in the next twelve months, and the Committee, if it wishes, may also pre-scrutinise these decisions.
- 4.6 There may also be policies identified on the Forward Plan, either as key or non-key decisions, which the Committee could pre-scrutinise and have an impact upon how these are formulated.
- 4.7 The Committee should be mindful that any work it wishes to undertake would need to be undertaken without the need to change the timescales as set out within the Forward Plan.
- 4.8 At each meeting, the Committee will consider their work programme and make amendments where necessary, and also make comments on specific Executive items, where notice has been given by 9am on the day of the Finance & Audit Scrutiny Committee meeting. The Committee will also receive a report detailing the response from the Executive, on the comments the Committee made on the Executive agenda in the previous cycle.
- 4.9 The Forward Plan is considered at each meeting and allows the Committee to look at future items and become involved in those Executive decisions to be taken, if members so wish.

- 4.10 As part of the new scrutiny process, the Committee is no longer considering the whole of the Executive agenda.
- 4.11 On the day of publication of the Executive agenda all Councillors are sent an e-mail asking them to contact Committee Services, by 09.00am on the day of the Overview and Scrutiny Committee meeting to advise which Executive items they would like the Committee to consider.
- 4.12 As a result the Committee considered the items detailed in appendix 2. The response the Executive gave on each item is also shown.
- 4.13 In reviewing these responses Committee can identify any issues for which they would like a progress report. A future report, for example on how the decision has been implemented, would then be submitted to the Committee at an agreed date which would then be incorporated within the Work Programme.

Finance and Audit Scrutiny Committee WORK PROGRAMME 2018/19

5 February 2019

Title	Audit Item or Scrutiny Item	Format	Lead Officer/ Councillor	Next report date if applicable	Completion date
Scrutiny of Service Area Performance – Business	Scrutiny	Written report followed by Q&A	Dave Barber / Cllrs Butler		
Local Plan Infrastructure Delivery Plan	Scrutiny	Written report followed by Q&A	David Butler / Cllr Rhead		Six monthly update

5 March 2019

Title	Audit Item or Scrutiny Item	Format	Lead Officer/ Councillor	Next report date if applicable	Completion date
Internal Audit Quarter 3 Progress Report	Audit	Written report followed by Q&A	Richard Barr		Quarterly
Internal Audit Strategic Plan (2019/20 to 2021/22)	Audit	Written report followed by Q&A	Richard Barr		
Annual Governance Statement Quarter 3 Action Plan Report	Audit	Written report followed by Q&A	Richard Barr		Quarterly
Scrutiny of Service Area Performance – Culture	Scrutiny	Written report followed by Q&A	Rose Winship / Cllr Coker		

2 April 2019

Title	Audit Item or Scrutiny Item	Format	Lead Officer/ Councillor	Next report date if applicable	Completion date
Procurement Strategy Annual Review	Scrutiny	Written report followed by Q&A	Mike Snow / Becky Reading		Annually

30 April 2019

Title	Audit Item or Scrutiny Item	Format	Lead Officer/ Councillor	Next report date if applicable	Completion date
Scrutiny of Service Area Performance – Health & Community Protection	Scrutiny	Written report followed by Q&A	Marianne Rolfe / Cllr Thompson		

First meeting of the new Municipal year in 2019

Title	Audit Item or Scrutiny Item	Format	Lead Officer/ Councillor	Next report date if applicable	Completion date
Internal Audit Annual Report	Audit	Written report followed by Q&A	Richard Barr		Annually
Internal Audit Quarter 4 Progress Report	Audit	Written report followed by Q&A	Richard Barr		Quarterly
Annual Governance Statement	Audit	Written report followed by Q&A	Richard Barr		
Annual Governance Statement Quarter 4 Action Plan Report	Audit	Written report followed by Q&A	Richard Barr		Quarterly

Service area review rota
Finance
Housing
Neighbourhood Services
Development
Chief Executives
Cultural Services
Health & Community Protection

Response from the meeting of the Executive on this Committee's Comments

8 January 2019

Items no.	3	Title	General Fund Base Budgets 2019/20
Scrutiny Comment	The Finance & Audit Scrutiny Committee supported the recommendations in the report.		
Executive Response	No response required.		

Items no.	4	Title	Housing Revenue Account (HRA) base budgets 2019/20
Scrutiny Comment	The Finance & Audit Scrutiny Committee supported the recommendations in the report.		
Executive Response	No response required.		

Items no.	6	Title	Local Council Tax Reduction Scheme 2019/2020
Scrutiny Comment	The Finance & Audit Scrutiny Committee supported the recommendations in the report.		
Executive Response	No response required.		

Items no.	7	Title	Leisure Development Programme – Phase 2, Kenilworth
Scrutiny Comment	The Finance & Audit Scrutiny Committee considered requesting a deferral of the decisions, but, on balance, supported the recommendations in the report.		
Executive Response	Councillor Coker, the Portfolio Holder, highlighted that Members appreciated and had every confidence in the officers leading Phase Two of the Kenilworth Leisure Development Programme, as well as in the entire team involved. The decisions taken so far were based on the recommendations received from the very experienced team leading the project, and the success of the other two leisure centres within the District were a testimony to the team's expertise. If another consultation was to be held, Councillor Coker could not see how the results would be any different from the one already conducted, and failed to see what else could be done in order for the public to be able to express their opinions.		

Items no.	13	Title	Significant Business Risk Register
Scrutiny Comment	The Finance & Audit Scrutiny Committee noted the report but requested that officers provide a briefing on the recent emergency evacuation at Riverside House, the robustness of the business continuity plan & any lessons learned.		
Executive Response	Councillor Quinney thanked the Chief Executive Officer for promptly providing feedback on the recent emergency evacuation at Riverside House and Councillor Mobbs was happy to take the comments from the Finance & Audit Scrutiny Committee on board.		

Items no.	17	Title	Update on Action Plan following Review of Closure of Accounts
Scrutiny Comment	The Finance & Audit Scrutiny Committee noted the report and welcomed that the report was considered in the public domain.		
Executive Response	No response required.		