

# Finance and Audit Scrutiny Committee

Tuesday 7 February 2017

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A meeting of the Finance and Audit Scrutiny Committee will be held at the Town Hall, Royal Leamington Spa on Tuesday 7 February 2017 at 6.00pm.

## Membership:

Councillor Quinney (Chair)	
Councillor Ashford	Councillor Harrington
Councillor Barrott	Councillor Illingworth
Councillor G Cain	Councillor Rhead
Councillor Mrs Falp	Councillor Thompson
Councillor Gifford	(Conservative Vacancy)

## 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 of the meeting held on 4 January 2017.  
**(Pages 1 to 5)**

**Part B Audit Items**

4. **2015/16 Annual Audit Letter and Grant Claims**

To consider a report from Finance. **(Pages 1 to 24)**

5. **Final report on Procurement Issues**

To receive a verbal update from the Deputy Chief Executive (AJ).

**Part C – Scrutiny Items**

6. **Update on the support cost savings as a result of the management arrangements at Leisure Centres**

To consider a report from Finance. **(Pages 1 to 4)**

7. **Welfare Reforms**

To consider a report from Finance. **(Pages 1 to 7)**

8. **Warwick District Infrastructure Delivery Plan**

To consider a report from Development Services.  
**(Pages 1 to 52 and Appendix B)**

9. **Waste Container Charging Review**

To consider a report from Neighbourhood Services. **(Pages 1 to 5)**

10. **Comments from the Executive**

To consider a report from Democratic Services. **(Pages 1 to 5)**

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

To consider a report from Democratic Services. **(Page 1 to 14)**

12. **Executive Agenda (Non Confidential Items and Reports) – Wednesday 8 February 2017**

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)**

13. **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 item 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.

14. **Executive Agenda (Confidential Items and Reports) – Wednesday 8 February 2017**

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)**

15. **Confidential Minutes**

To confirm the confidential minutes of the meeting held on 29 November 2016  
**(Pages 1 to 3)**

Agenda published Monday 30 January 2016

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](mailto: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&a@warwickdc.gov.uk](mailto:f&a@warwickdc.gov.uk)

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

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 Wednesday 4 January 2017 at the Town Hall, Royal Leamington Spa at 6.00pm.

**Present:** Councillor Quinney (Chair), Councillors; Ashford, Barrott, Mrs Falp, Gifford, Illingworth, Murphy, Rhead and Thompson.

**Also present:** Councillor Phillips.

## 85. **Apologies and Substitutes**

- (a) There were apologies for absence from Councillor Cain; and
- (b) Councillor Murphy substituted for Councillor Harrington.

## 86. **Declarations of Interest**

Minute 94 Executive Agenda (Non-Confidential Items & Reports – Thursday 5 January 2017)

In relation to Executive Item 7 – Cloister Way Affordable Housing, Councillor Gifford informed the Committee that he had spoken at Planning Committee in favour of the related Planning Application; and Councillors Ashford and Mrs Falp informed the Committee that they had been part of the Planning Committee that had determined the related Planning Application.

## 87. **Minutes**

The minutes of the meeting held on 29 November 2016 were taken as read and signed by the Chairman as a correct record.

## 88. **Executive Agenda (Non-Confidential Items & Reports – Thursday 5 January 2017)**

The Committee considered the following non-confidential item which would be discussed at the meeting of the Executive on Thursday 5 January 2017.

Item 3 – Council Tax Property Exemption Period

The Committee accepted the recommendations in the report and noted that there were appropriate exemptions in place for; reductions in Council Tax to enable major renovation works to be undertaken; or for second homes.

## 89. **Student Accommodation and Houses in Multiple Occupation**

The Committee considered a report from Finance that detailed the statutory position in respect of student accommodation/Houses in Multiple Occupation in relation to Council Tax liability, and the effect these had on the Council's finances.

This report had been produced at the request of the Finance and Audit Scrutiny Committee.

The Committee recognised that the statutory position of not collecting Council Tax from student properties had reduced the revenue collection for the District in the region of £300,000 per annum. This also reduced the Council Tax base level. The support grant from central government used to reflect this loss of income. How the Council was compensated for this loss of income was now harder to identify because of the reduction and eventual removal of this central government grant. It was possible that this loss of income would be recognised through the proposed improved business rate retention level from the government, but this was currently unclear.

The Committee noted that for new developments of this nature the Council would receive a new homes bonus, but this grant was reducing and only applied as a one off payment.

It was clarified for the Committee that for non-student Houses in Multiple Occupation, Council Tax was still payable.

**Resolved** that the report be noted.

90. **Executive Agenda (Non-Confidential Items & Reports – Thursday 5 January 2017)**

The Committee considered the following non-confidential item which would be discussed at the meeting of the Executive on Thursday 5 January 2017.

Item 8 – Significant Business Risk Register

The Committee regretted that the Leader was not present for this item and asked for an explanation as to why the significant project that members were briefed on earlier in the week was not included in the Risk Register.

The Committee asked for a clear timescale as to when the review of Recruitment and Retention as set out as the mitigation measures identified in Risk 2, would be brought to Members, because this had now been raised for at least 11 months.

The Committee noted that the risk for the Local Plan was likely to reduce in light of the Planning Inspectors notification to the Council

91. **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 items by reason of the likely disclosure of exempt information within paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972, following the Local

92. **Executive Agenda (Confidential Items & Reports – Thursday 5 January 2017)**

The Committee considered the following confidential item which would be discussed at the meeting of the Executive on Thursday 5 January 2017.

Item 11 – Decision Made under Chief Executive’s Emergency Powers

The Committee supported the recommendations in the report. They raised two main questions and were assured that future proposals would address one and a robust process including Group leaders was in place for such situations which addressed the other.

93. **Review of the Housing & Property Services Risk Register**

The Committee considered a report from Housing & Property Services that set out the service area’s current risk register for them to review.

The review process enabled the Committee to fulfil their role in managing risk. In its management paper “Worth the risk: improving risk management in local government”, the Audit Commission clearly set out the responsibilities of Members and officers. These were detailed in the report.

Risk registers were in place for all significant risks facing service areas in the provision of their services. In addition to service risk registers for all service areas, the Significant Business Risk Register contained the organisation’s corporate and strategic risks.

The latest version of the Housing and Property Services Risk Register was set out as Appendix 1 to the report. The register had been updated by the Housing & Property Management Team, in accordance with the Council’s established criteria for scoring risk. Risk scoring was a subjective exercise, based on an assessment of the likelihood of something occurring, and the impact that this could have. Appendix 2 to the report set out the guidelines that were applied to all risk registers within the Council.

The Housing and Property Services Management Team that had produced the Risk Register consisted were entirely different personnel to that which had produced the previous register. Consequently, the risk ratings were all new. In future, where ratings were re-assessed and the register showed movements, the covering report would explain why these movements had taken place. This approach had not been possible on this occasion because none of the staff who had previously assessed the risks were still working at the Authority.

In response to questions from the Committee, the Portfolio Holder explained that while a number of actions were outlined for March 2017, these actions were achievable.

It was also noted that the new Management Team had taken a cautious approach to risk evaluation. It was anticipated that once the new

management team had become established in their new roles and the impacts of the new mitigation had been reviewed, the risk scores should reduce.

**Resolved** that the report be noted.

(Councillor Phillips arrived during this item)

94. **Executive Agenda (Non-Confidential Items & Reports – Thursday 5 January 2017)**

The Committee considered the following non-confidential item which would be discussed at the meeting of the Executive on Thursday 5 January 2017.

Item 7 – Cloister Way Affordable Housing

The Committee welcomed the report and recommendations.

Item 4 – Pre-Application Charging Regime

The Committee supported the recommendation in the report and noted that the wording would be revised so the exemptions are amended to apply to schemes of 90% affordable housing or greater.

Item 6 – Consultation on draft Community Infrastructure Levy (CIL) Charging Schedule

The Committee had concerns about the proposed document as it was a technical document that was complicated and wished to ensure that the message was understood by the general public during consultation. They welcomed a further briefing/training session on CIL and the IDP for Councillors in the near future.

The Committee were assured that prior to consultation the table in Paragraph 3.4 would be amended to reflect that it was a cost per sqm and would ensure that Whitnash was referenced as being included within Zones B&D, along with the inclusion of the appropriate map demonstrating the areas A-D.

The Committee recognised there would be Section 106 agreements contributions as well and hoped the impact of these on strategic residential developments in particular would be clear in the consultation document.

The Committee welcomed the proposal, therefore, to include examples and scenarios within the consultation to show the true contribution from each development.

The Committee sought assurance that the Executive understood that this was for both Brownfield and Greenfield sites and that this also should be made clearer in the consultation document.

However, the Committee at this time recognised that the important issue was to get this out for consultation to move the matter forward.

(Councillor Barrott left the meeting during this item)

**95. Comments from the Executive**

The Committee considered a report from Democratic Services which summarised the Executive's response to comments given by the Finance & Audit Scrutiny Committee on reports submitted to the Executive on 30 November 2016.

**Resolved** that the report be noted.

**96. Review of the Work Programme & Forward Plan**


The Committee considered its Work Programme for 2016/2017 and the Forward Plan.

**Resolved** that its Work Programme be amended as follows:

- (1) a report on the introduction of charging for replacement bins and recycling boxes/bags, be brought to the next meeting;
- (2) an update on Section 106 agreements be brought to the next meeting; and
- (3) a report on business rates retention be brought to the Committee in October 2017.

(The meeting ended at 8.32 pm)



 <b>Finance and Audit Scrutiny Committee</b> <b>7 February 2017</b>		<b>Agenda Item No.</b> <b>4</b>
<b>Title</b>	2015/16 Annual Audit Letter and Grant Claims	
<b>For further information about this report please contact</b>	Mike Snow 01926 456800	
<b>Wards of the District directly affected</b>	N/A	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	20 September 2016	
<b>Background Papers</b>		

<b>Contrary to the policy framework:</b>	Yes/No
<b>Contrary to the budgetary framework:</b>	Yes/No
<b>Key Decision?</b>	Yes/No
<b>Included within the Forward Plan? (If yes include reference number)</b>	Yes/No
<b>Equality Impact Assessment Undertaken</b>	Yes/No (If No state why below)

<b>Officer/Councillor Approval</b>		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Deputy Chief Executive	19/1/2017	Andrew Jones
Head of Service	19/1/2017	Mike Snow
CMT		
Section 151 Officer	19/1/2017	Mike Snow
Monitoring Officer	19/1/2017	Andrew Jones
Finance	19/1/2017	Mike Snow/Andrea Wyatt
Portfolio Holder(s)	19/1/2017	Peter Whiting
<b>Consultation &amp; Community Engagement</b>		
Insert details of any consultation undertaken or proposed to be undertaken with regard to this report.		
<b>Final Decision?</b>		Yes/No
<b>Suggested next steps (if not final decision please set out below)</b>		

## 1. **Summary**

- 1.1 This report comments on the Council's Annual Audit Letter that is attached as an Appendix to this report. The letter is the Council's External Auditor Assessment of the Council, drawing on audit, inspection and performance assessment work and is prepared by the Council's External Auditor, Grant Thornton. The External Auditors will attend the Finance and Audit Scrutiny Committee for this item.
- 1.2 The auditors have also completed the two Grants audits. The Benefits Claim has been signed off as qualified and the Pooling of Housing Capital Receipts audits as unqualified.

## 2. **Recommendation**

- 2.1 The Committee considers the Annual Audit Letter and Grants Audit, and, if necessary, agrees any further information required from either officers or the Council's auditors.

## 3. **Reasons for the Recommendation**

- 3.1 The Annual Audit Letter is a letter to all members of the Council which needs to be given due consideration by appropriate committees.
- 3.2 The report brings together details that were included within the Audit Findings report that was presented to members in September alongside the Statement of Accounts.
- 3.3 No objections to the 2015/16 Accounts were received. However, two objections still are outstanding relating to the 2013/14 accounts. The auditors have been unable to conclude these due to an on-going legal process. The auditors are now finalising their responses to these objections.
- 3.4 The Grants Claims letter is attached as an appendix. This letter deals only with the Housing Benefits Audit, which is now the only audit that is still part of the Auditor's formal appointment. This claim was qualified. This claim is extremely complex, and nationally, unqualified claims are the exception. The Council's Housing Benefits Audit for 2014/15 was unqualified.
- 3.5 The assessment of Housing Benefit is extremely complex; more often than not when new legislation is introduced existing claimants are protected whilst new claims are dealt with according to the new legislation. This means that assessors have to remember different rules for different claims. In addition the procedure requires manual input of information to the system. Whilst accuracy checking of assessments is routinely carried out, there will invariably be some element of unavoidable human error.
- 3.6 The assessment team have access to the Department for Work and Pensions (DWP) national database which provides information in relation to tax credits, this information being used in the calculation of benefits. When the audit was undertaken, and the DWP database was re-checked, some of the tax credits had changed to what had been used in the original benefit calculation and therefore the original evidence was no longer available. This is an area for which the external auditors had initially sought further testing. Discussions with the DWP confirmed that this was a known issue for authorities and their advice was to make representation (letter from Benefits and Fraud Manager attached)

in respect of this issue for which we are awaiting a response. Should further testing be required, it is not anticipated that there will be a significant impact on subsidy. No response has been received from DWP to date.

- 3.6 The Council was also required to have the Pooling of Housing Capital Receipts Return audited. This audit was agreed to be carried out by Grant Thornton. No issues were found with this return.

#### 4. **Policy Framework**

- 4.1 **Policy Framework** – By considering and scrutinising the report members are acting in accordance with the priority of managing services openly, effectively and efficiently.
- 4.2 **Fit for the Future** – This report has no direct impact on Fit for The Future as it is a review of the past year's performance.

#### 5. **Budgetary Framework**

- 5.1 As detailed in Appendix A of the Annual Audit Letter, the cost of the main audit was in line with the plan.
- 5.2 Whilst more work was undertaken by the external auditors on the Housing Benefits Audit, it is not expected that the cost will be above the planned charge of £9,540.
- 5.3 The charge for the Pooling of Housing Capital Receipts return is still awaited. This should not be significant.
- 5.3 Overall, it is anticipated that within the external audit budget, there is sufficient to meet any further costs in respect of the 2015/16 audit and relating to the prior year objections.

#### 6. **Risks**

- 6.1 That objections to the accounts are upheld by the external auditor.

#### 7. **Alternative Option(s) considered**

- 7.1 No alternatives have been considered.

#### 8. **Background**

- 8.1 The auditor's report looks at a number of key areas based on their audit work in relation to 2015/16. This report brings together the main findings from two main areas.
- 8.2 Audit opinion and financial statements. The auditors prepared their Audit Findings Report based on the Council's 2015/16 financial statements. This report was presented to the Finance and Audit Scrutiny Committee on 20 September 2016.
- 8.3 No significant weaknesses in the Council's internal control arrangements have been identified. Actions are being taken by officers to address the key issues and recommendations.

- 8.4 The Annual Audit Letter also includes details of the 2015/16 Value For Money conclusion. This was included within the Audit Findings Report in September. It was concluded that the Council have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

# The Annual Audit Letter for Warwick District Council

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**Year ended 31 March 2016**

October 2016

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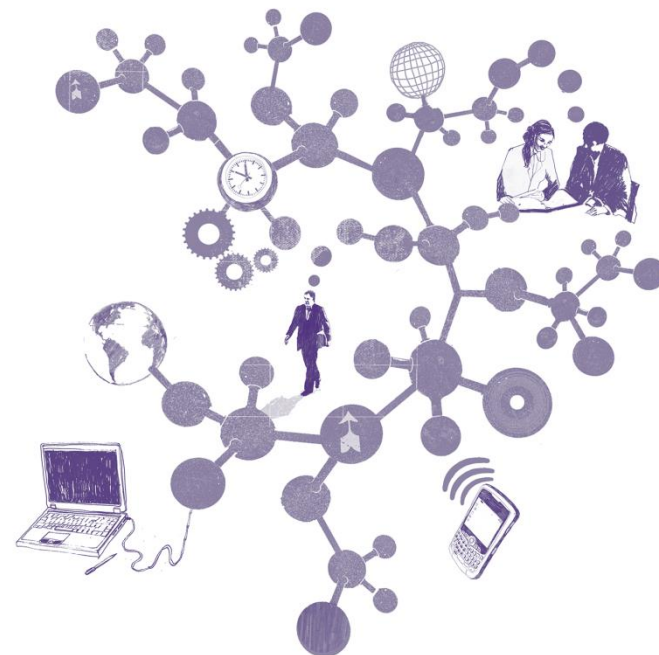
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**Appendices**

A Reports issued and fees

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# Executive summary

## Purpose of this letter

Our Annual Audit Letter (Letter) summarises the key findings arising from the work that we have carried out at Warwick District Council (the Council) for the year ended 31 March 2016.

This Letter is intended to provide a commentary on the results of our work to the Council and its external stakeholders, and to highlight issues that we wish to draw to the attention of the public. In preparing this letter, we have followed the National Audit Office (NAO)'s Code of Audit Practice (the Code) and Auditor Guidance Note (AGN) 07 – 'Auditor Reporting'.

We reported the detailed findings from our audit work to the Council's Finance Audit and Scrutiny Committee as those charged with governance in our Audit Findings Report on 20 September 2016.

## Our responsibilities

We have carried out our audit in accordance with the NAO's Code of Audit Practice, which reflects the requirements of the Local Audit and Accountability Act 2014 (the Act). Our key responsibilities are to:

- give an opinion on the Council's financial statements (section two)
- assess the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources (the value for money conclusion) (section three).

In our audit of the Council's financial statements, we comply with International Standards on Auditing (UK and Ireland) (ISAs) and other guidance issued by the NAO.

## Our work

### Financial statements opinion

We gave an unqualified opinion on the Council's financial statements on 26 September 2016.

### Value for money conclusion

We were satisfied that the Council put in place proper arrangements to ensure economy, efficiency and effectiveness in its use of resources during the year ended 31 March 2016. We reflected this in our audit opinion on 26 September 2016.

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## Use of additional powers and duties

We are required under the Act to give electors the opportunity to raise questions about the Council's accounts and we consider and decide upon objections received in relation to the accounts. We currently have two objections on the 2013/14 accounts upon which we have been unable to conclude due to an on-going legal process. We will conclude on these objections as soon as the legal process has been completed.

## Certificate

We are currently unable to certify that we have completed the audit of the accounts of Warwick District Council as we have not yet completed work in respect of the objections received in relation to the 2013/14 financial statements.

## Certification of grants

We also carry out work to certify the Council's Housing Benefit subsidy claim on behalf of the Department for Work and Pensions. Our work on this claim is not yet complete and will be finalised by 30 November 2016. We will report the results of this work to the Finance and Audit Scrutiny Committee in our Annual Certification Letter.

## Working with the Council

We have continued to work collaboratively with you during the year ensuring a smooth and efficient audit delivered to the agreed timescale. Where appropriate we have shared our knowledge, through either thought leadership or by providing training and briefing materials on key accounting issues.

We would like to record our appreciation for the assistance and co-operation provided to us during our audit by the Council's staff.

**Grant Thornton UK LLP**  
**October 2016**



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# Audit of the accounts

## Our audit approach

### Materiality

In our audit of the Council's accounts, we use the concept of materiality to determine the nature, timing and extent of our work, and in evaluating the results of our work. We define materiality as the size of the misstatement in the financial statements that would lead a reasonably knowledgeable person to change or influence their economic decisions.

We determined materiality for our audit of the Council's accounts to be £1,638,000, which is 2% of the Council's gross revenue expenditure. We used this benchmark, as in our view, users of the Council's accounts are most interested in how it has spent the income it has raised from taxation and grants during the year.

We also set a lower level of specific materiality for certain areas. The audit plan highlighted disclosure of senior officer remuneration and the disclosure of the auditors' remuneration. In both instances a materiality of £10,000 was set.

We set a lower threshold of £63,000, above which we reported errors to the Finance Audit and Scrutiny Committee in our Audit Findings Report.

### The scope of our audit

Our audit involves obtaining enough evidence about the amounts and disclosures in the financial statements to give reasonable assurance that they are free from material misstatement, whether caused by fraud or error.

This includes assessing whether:

- the Council's accounting policies are appropriate, have been consistently applied and adequately disclosed;
- significant accounting estimates made by management are reasonable; and
- the overall presentation of the financial statements gives a true and fair view.

We also read the narrative report and annual governance statement to check they are consistent with our understanding of the Council and with the accounts on which we give our opinion.

We carry out our audit in line with ISAs (UK and Ireland) and the NAO Code of Audit Practice. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Our audit approach was based on a thorough understanding of the Council's business and is risk based.

We identified key risks and set out overleaf the work we performed in response to these risks and the results of this work.

# Audit of the accounts - Council

These are the risks which had the greatest impact on our overall strategy and where we focused more of our work.

Risks identified in our audit plan	How we responded to the risk
<p><b>The revenue cycle includes fraudulent transactions</b></p> <p>Under ISA (UK&amp;I) 240 there is a presumed risk that revenue may be misstated due to the improper recognition of revenue.</p> <p>This presumption can be rebutted if the auditor concludes that there is no risk of material misstatement due to fraud relating to revenue recognition</p>	<p>Having considered the risk factors set out in ISA240 and the nature of the revenue streams at Warwick District Council, we determined that the risk of fraud arising from revenue recognition could be rebutted, because:</p> <ul style="list-style-type: none"> <li>• there is little incentive to manipulate revenue recognition,</li> <li>• opportunities to manipulate revenue recognition are very limited; and</li> <li>• the culture and ethical frameworks of local authorities, including Warwick District Council, mean that all forms of fraud are seen as unacceptable.</li> </ul>
<p><b>Management over-ride of controls</b></p> <p>Under ISA (UK&amp;I) 240 it is presumed that the risk of management over-ride of controls is present in all entities.</p>	<p>As part of our audit work we have</p> <ul style="list-style-type: none"> <li>• tested journal entries.</li> <li>• reviewed of accounting estimates, judgements and decisions made by management.</li> <li>• reviewed unusual significant transactions.</li> </ul> <p>Our audit work did not identify any evidence of management over-ride of controls. In particular the findings of our review of journal controls and testing of journal entries did not identified any significant issues.</p> <p>While we have not identified any significant issues from our testing, we have discussed with officers the format of the reporting available in relation to journals. At present the reporting from the system does not easily provide officers with a full population of journal entries. Instead a variety of reports were needed and then explanations gained for where journals have been removed. As journals are a key way the financial accounts can be manipulated it is important that the population can be reviewed in the most efficient manner. We have discussed with officers the need to improve this reporting in future years.</p>
<p><b>Valuation of pension fund net liability</b></p> <p>The Council's pension fund asset and liability, as reflected in its balance sheet represents significant estimates in the financial statements.</p>	<p>As part of our audit work we have:</p> <ul style="list-style-type: none"> <li>• Documented the key controls put in place by management to ensure that the pension fund liability was not materially misstated.</li> <li>• Walked through the key controls to assess whether there were implemented as expected and mitigate the risk of material misstatement in the financial statements.</li> <li>• Reviewed the competence, expertise and objectivity of the actuary who carried out the Council's pension fund valuation.</li> <li>• Gained an understanding of the basis on which the IAS 19 valuation was carried out, and undertook procedures to confirm the reasonableness of the actuarial assumptions made.</li> <li>• Reviewed the consistency of the pension fund asset and liability and disclosures in notes to the financial statements with the actuarial report from your actuary.</li> </ul> <p>Our audit work has not identified any issues in respect of the pension fund net liability.</p>

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# Audit of the accounts

## Audit opinion

We gave an unqualified opinion on the Council's accounts on 26 September 2016, in advance of the 30 September 2016 national deadline.

The Council made the accounts available for audit in line with the agreed timetable, and provided working papers to support them which had improved from previous years. We have reported to both officers and members that the structure of the working papers made some of them difficult to locate, and there were many instances where officers' assistance was needed to ensure that we could locate and understand the working papers produced. We will continue to work with members of the finance team to ensure that working papers are filed appropriately and documented clearly.

## Issues arising from the audit of the accounts

We reported the key issues from our audit of the accounts of the Council to the Council's Finance Audit and Scrutiny Committee on 20 September 2016. We did not identify any adjustments affecting the Council's reported financial position, but recommended a number of adjustments to improve the presentation of the financial statements and ensure greater alignment with the Code.

Some progress has been made in de-cluttering the accounts but further improvements could be made, in particular immaterial disclosure notes could be removed, and more use made of tables rather than detailed narrative.

We also reported that the notice of audit initially prepared by the Council was not in accordance with the new Accounts and Audit Regulation 2015. This was identified and resolved quickly to ensure full compliance.

## Annual Governance Statement and Narrative Report

We are also required to review the Council's Annual Governance Statement and Narrative Report. It published them on its website with the draft accounts in line with the national deadlines.

Both documents were prepared in line with the relevant guidance and were consistent with the supporting evidence provided by the Council and with our knowledge of the Council.

The narrative report was a new requirement for 2015/16. The purpose of the narrative report is to offer interested parties an effective guide to the most significant matters reported in the accounts, it should be fair, balanced and understandable for the users of the financial statements. The narrative report as produced by officers complies with this purpose, however it omitted a number of key items that should be included, such as an explanation of pension liabilities, significant provisions made and current borrowing facilities. We are satisfied that the key information is available to a reader of the accounts when taking the entirety of the financial statements into account and therefore have discussed with officers the changes needed to the narrative report for future years.

## Other statutory duties

We also have additional powers and duties under the Act, including powers to issue a public interest report, make written recommendations, apply to the Court for a declaration that an item of account is contrary to law, and to give electors the opportunity to raise questions about the Council's accounts and to raise objections received in relation to the accounts.

There are two objections in relation to the 2013/14 financial statements which are outstanding while legal proceedings are concluded.

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# Value for Money conclusion

## Background

We carried out our review in accordance with the NAO Code of Audit Practice (the Code), following the guidance issued by the NAO in November 2015 which specified the criterion for auditors to evaluate:

*In all significant respects, the audited body takes properly informed decisions and deploys resources to achieve planned and sustainable outcomes for taxpayers and local people.*

## Key findings

Our first step in carrying out our work was to perform a risk assessment and identify the key risks where we concentrated our work.

The key risks we identified and the work we performed are set out in table 2 overleaf.

As part of our Audit Findings report agreed with the Council in September 2016, we agreed the following recommendations to address our findings;

- This is the second year in a row where the Council has made a surplus when compared to budget as a result of unplanned income. This year the surplus was £1.7m when compared to an additional surplus of £600k in the prior year. Officers should consider whether further work needs to be done around the budgeting and forecasting of this income to ensure that this is predicted with greater accuracy for year end.

- The Council works with a number of partners across a range of services areas, some in a formal partnership or contractual arrangement, others in a more informal way. It is not clear that officers and members have an entire picture of this activity and how it is helping to deliver services effectively. Consideration should be given to formulating a clear strategy for working with others, particularly as just over 20% of Council services are currently provided by organisations external to the Council.

## Overall VfM conclusion

We are satisfied that in all significant respects the Council put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2016.

# Value for Money

**Table 2: Value for money risks**

Risk identified	Work carried out	Findings and conclusions
<p><b>Leisure Centre Development Programme</b></p> <p>The Council is currently looking for an external partner to manage the Councils leisure centres. A full procurement process will now take place to find the most suitable operating partner and will be subject to a detailed service specification that will outline what is required of the operator.</p>	<p>We reviewed the Council's progress against its vision and discussed with officers how savings had been determined.</p>	<p>On that basis we concluded that the risk was sufficiently mitigated and the Council has proper arrangements in place for the project.</p>
<p><b>Working with others</b></p> <p>The Fit for the Future plan sets out that the Council has a commitment to work with partners to build sustainable, safer, stronger and healthier communities.</p>	<p>We discussed with officers the current projects in place where they are working with others to achieve the objectives of the Council.</p>	<p>On that basis we concluded that the risk was sufficiently mitigated and the Council has proper arrangements overall.</p> <p>Our work highlighted that there were a wide range of arrangements in place across the authority, ranging from formal partnerships such as the South Warwickshire Crime and Disorder Reduction Partnership, to more informal arrangements with local community groups such as those looking to improve St Mary's Lands and Pump Room Gardens. Officers and members have a clear understanding of the benefits of working with others and this is evidenced throughout the corporate plan. However it is not clear that there is a full picture of activity across this authority and that this is considered in a consistent manner.</p>

# Value for Money continued

**Table 2: Value for money risks continued**

Risk identified	Work carried out	Findings and conclusions
<p><b>Identification and reporting of savings plans</b></p> <p>The Council identified savings of £1.735m as part of the September 2015 Fit for the Future report, for the period up until 2019/20. This included £648k which would enable contributions to be made to reserves. As a result of the budget settlement, further recurrent savings of £591k also need to be identified to maintain a balanced budget over the period.</p>	<p>We have reviewed the Council's arrangements for identifying and agreeing savings plans, and communicating key findings to the Council and key decision making committees.</p>	<p>On that basis we concluded that the risk was sufficiently mitigated and the Council has proper arrangements.</p> <p>Historically the Council has a strong track record of delivering against its financial objectives, and this remains the case for 2015/16 with the outturn report showing a surplus of £1.7m against a budgeted surplus of £151k, with the key reason being as a result of additional income in areas such as planning and cemeteries. This is the second year running where the Council has delivered a surplus over budget as a result of unplanned income. We have recommended that officers review the budget forecasting and monitoring in these areas to see if more accurate year end forecasting could be produced.</p> <p>Detailed plans are in place to meet savings targets over the short term, and the Council has had success in achieving some of its savings targets earlier than planned. That said, there remains some challenging targets to be achieved, particularly the delivery of some large scale projects such as the relocation of Riverside House and the Leisure Centre Development programme.</p>

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# Working with the Council

## **Our work with you in 2015/16**

We are really pleased to have worked with you over the past year. We have established a positive and constructive relationship. Together we have delivered effectively.

An efficient audit – we delivered the accounts audit in line with the timescale we agreed with you, with all fieldwork completed before the end of August, a month earlier than in previous years. Our audit team are knowledgeable and experienced in your financial accounts and systems. Our relationship with your team provides you with a financial statements audit that continues to finish ahead of schedule releasing your finance team for other important work.

Improved financial processes – during the year we reviewed your financial systems and processes including employee remuneration, non- pay expenditure and property plant and equipment. We worked with you to suggest improvements in reporting, particularly in relation to journals.

Understanding your operational health – through the value for money conclusion we provided you with assurance on your operational effectiveness. We highlighted the need for a review of the arrangements around budgetary control, particularly in relation to income streams.

Sharing our insight – we provided regular updates covering best practice. Areas we covered included Making devolution work and Reforging local government. We have also shared with you our insights on advanced closure of local authority accounts, in our publication "Transforming the financial reporting of local authority accounts" and will continue to provide you with our insights as you bring forward your production of your year-end accounts.

Thought leadership – We have shared with you our publication on Building a successful joint venture and invited officers to join us at both round table events and seminars held at our local offices.

Providing training – we provided your teams with training on financial accounts and annual reporting.

Providing information – We provided you with access to CFO insights, our online analysis tool providing you with access to insight on the financial performance, socio-economy context and service outcomes of councils across the country.

---

# Working with the Council

We will continue to liaise closely with the senior finance team during 2016/17 on this important accounting development, with timely feedback on any emerging issues.

The audit risks associated with this new development and the work we plan to carry out to address them will be reflected in our 2016/17 audit plan.

We will also continue to work with you and support you over the next financial year in other areas, in particular the need to streamline the financial reporting process and achieve a faster closedown.



# Appendix A: Reports issued and fees

We confirm below our final fees charged for the audit and provision of non-audit services.

## Fees

	Planned £	Actual fees £	2014/15 fees £
Statutory audit of Council	53,623	53,623	71,497
Housing Benefit Grant Certification	9,540	TBC	8,530
<b>Total fees (excluding VAT)</b>	<b>63,163</b>	<b>TBC</b>	<b>80,027</b>

## Reports issued

Report	Date issued
Audit Plan	April 2016
Audit Findings Report	September 2016
Annual Audit Letter	October 2016

## Fees for other services

Service	Fees £
<b>Audit related services:</b> <ul style="list-style-type: none"><li>• Pooled capital receipts grant certification (2014/15)</li><li>• Pooled capital receipts grant certification (agreed for 2015/16, work to be completed in November 2016)</li></ul>	<b>3,000</b> <b>3,000</b>
<b>Non-audit services</b> <ul style="list-style-type: none"><li>• Cost assurance services</li></ul>	<b>Fees based on 35% of savings made, capped at £29,995</b>



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# Grant Thornton

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13 December 2016

Dear Mike

## **Certification work for Warwick District Council for year ended 31 March 2016**

We are required to certify the Housing Benefit subsidy claim submitted by Warwick District Council ('the Council'). This certification typically takes place six to nine months after the claim period and represents a final but important part of the process to confirm the Council's entitlement to funding.

The Local Audit and Accountability Act 2014 gave the Secretary of State power to transfer Audit Commission responsibilities to other bodies. Public Sector Audit Appointments (PSAA) have taken on the transitional responsibilities for HB COUNT issued by the Audit Commission in February 2015

We have certified the Housing Benefit subsidy claim for the financial year 2015/16 relating to expenditure of £30.7 million. Further details of the claims certified are set out in Appendix A.

We highlighted to members in the Audit Findings Report that while we had found no material errors within welfare expenditure, the completion of the discovery sample on the expenditure had identified errors which would require further testing. This work has now been completed, resulting in a qualification to the claim, which is a change from the previous year.

In addition, the qualification letter submitted included one area where extended testing had not been completed. The reason for this was that the Housing Benefit and Fraud Manager for the Council had challenged the approach with the DWP and they agreed for no extended testing to be undertaken prior to the claim certification deadline. It is however possible that once the DWP have evaluated the results of the initial testing and the case put forward by the Council, the DWP may request further work in this area.

Overall, we are satisfied that the Council has appropriate arrangements to compile complete, accurate and timely claims/returns for audit certification.

### **Chartered Accountants**

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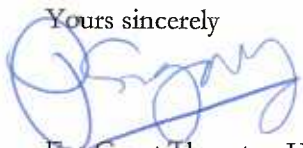
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The indicative fee for 2015/16 for the Council is based on the final 2013/14 certification fees, reflecting the amount of work required by the auditor to certify the Housing Benefit subsidy claim that year. The indicative scale fee set by the Audit Commission for the Council for 2015/16 is £9,540. This is set out in more detail in Appendix B.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'S. Gray', written over a faint circular stamp.

For Grant Thornton UK LLP

## Appendix A - Details of claims and returns certified for 2015/16

Claim or return	Value (£)	Amended?	Amendment (£)	Qualified?	Comments
Housing benefits subsidy claim	30,744,757	Yes	597	Yes	<p>As in prior years errors were identified in the way that non HRA expenditure had been split between the cells. Given the nature of the population it was possible to complete testing to quantify the error and a cell amendment was made.</p> <p>The qualification letter highlighted 3 specific areas;</p> <ul style="list-style-type: none"> <li>• Testing of 20 cases identified 1 case for rent allowance where the audit team were unable to locate the evidence for a proof of rent. The Council argued that it had received this at the time, and a diary note confirms this, however the nature of the system the Council uses does not require each piece of information to be stored within the HB system, instead relying on a national database. This is the point challenged with the DWP, and the Council currently awaits a decision.</li> <li>• Testing of rent allowances identified an overpayment that was classified as eligible when it should have been LA error and administrative delay. Additional testing was undertaken in this area as required, however no impact on overall subsidy was identified.</li> <li>• Testing of rent rebates identified 2 cases where the Council had incorrectly calculated claimants earnings. Additional testing was undertaken in this area as required, however no impact on overall subsidy was identified.</li> </ul> <p>In addition to the qualifications above we also made an observation in relation to the evidence available to support child tax credits and working tax credits. In a similar issue to that highlighted for proof of rent we were unable to locate source evidence, and as such we have highlighted this within our qualification letter. However in these instances there was no impact on subsidy of being unable to locate these source documents.</p>

**Appendix B: Fees for 2015/16 certification work**

Claim or return	2013/14 fee (£)	2015/16 indicative fee (£)	2015/16 actual fee (£)	Variance (£)	Explanation for variances
Housing benefits subsidy claim (BEN01)	12,717	9,540	9,540	0	Based on the comparable scope of work for 2013/14 and 2015/16 no fee variation is considered appropriate at this time.
Total	12,717	9,540	9,540	0	





**Finance**  
**Mike Snow - Head of Service**  
**Benefits and Revenues**  
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Milverton Hill, Royal Leamington Spa, CV32 5RU

DWP  
Housing Benefit Unit  
Room B120D  
Warbreck House  
Blackpool  
Lancashire  
FY2 0UZ

**direct line:** 01926 456830

**email:** [mike.snow@warwickdc.gov.uk](mailto:mike.snow@warwickdc.gov.uk)  
**web:** [www.warwickdc.gov.uk](http://www.warwickdc.gov.uk)

25<sup>th</sup> November 2016

Dear Sir or Madam

I would like to make the following representations on behalf of Warwick District Council in respect of the audit results as reported in the accompanying qualification letter.

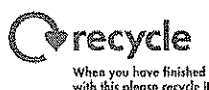
**Authority unable to produce proof of rent.**

A rent increase was applied to the claim from the 1<sup>st</sup> July 2014, a diary note was made at the time of processing stating that the rent increase was processed as per claimant notification, however it appears on this occasion, the evidence of the rent increase was not saved in the workflow system. Following the identification of this during the audit process, the claimant was contacted and evidence has been obtained to show that the rent increase was in fact input correctly, the only omission being the failure to save the evidence into the workflow system.

As the authority are able to demonstrate Benefit has been correctly paid, I would request that the Secretary of State be minded to agree that further 40+ testing is not necessary, and that no adjustment to the final claim is required.

**No evidence to support child tax credits and working tax credits.**

Cases were identified in both Rent Rebates and Non HRA testing where evidence of child and working tax credits had not been saved to the claim, however in all cases diary notes confirm CIS has been checked. In one case the authority contacted the HMRC who confirmed that the amount of tax credits used on the claim had at one time been correct but the award had since been superseded and therefore the authority would no longer be able to see that award on CIS. The HMRC are unable to issue the supporting evidence in these cases to the authority due to their data protection rules. The authority notes that auditors can be provided with access to CIS to confirm awards of other Benefits, and therefore the authority believe it was a reasonable assumption that the authority was not required to hold evidence where information can be obtained from CIS by the auditor. It is unfortunate that on these occasions the awards have been superseded. I can confirm that all staff have now been advised to ensure that evidence of any CIS awards exist on the claim to avoid this situation happening in the future.



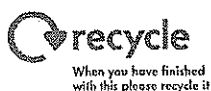
The authority would request that the Secretary of State be minded to waive the requirement to carry out the additional 40+ testing on this occasion.

As a result of our representations, we would be grateful if the figures provided in the final audited claim be accepted as satisfactory, without the need for any additional testing or further cell adjustments.

Yours sincerely




Mike Snow  
Head of Finance



INVESTORS  
IN PEOPLE



 <b>Finance and Audit Scrutiny Committee</b> <b>7 February 2017</b>		<b>Agenda Item No.</b> <div style="font-size: 2em; text-align: center;"><b>6</b></div>
<b>Title</b>	Update on the support cost savings as a result of the management arrangements at Leisure Centres	
<b>For further information about this report please contact</b>	Mike Snow 01926 456800	
<b>Wards of the District directly affected</b>	N/A	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>		
<b>Background Papers</b>		

<b>Contrary to the policy framework:</b>	Yes/No
<b>Contrary to the budgetary framework:</b>	Yes/No
<b>Key Decision?</b>	Yes/No
<b>Included within the Forward Plan? (If yes include reference number)</b>	Yes/No
<b>Equality Impact Assessment Undertaken</b>	Yes/No (If No state why below)

Officer/Councillor Approval		
Officer Approval	Date	Name
Deputy Chief Executive	23/1/2017	Andy Jones
Head of Service	23/1/2017	Mike Snow
CMT	23/1/2017	
Section 151 Officer	23/1/2017	Mike Snow
Monitoring Officer	23/1/2017	Andy Jones
Finance	23/1/2017	Mike Snow
Portfolio Holder(s)	23/1/2017	Peter Whiting
Consultation & Community Engagement		
Insert details of any consultation undertaken or proposed to be undertaken with regard to this report.		
Final Decision?		Yes/No
Suggested next steps (if not final decision please set out below)		

## 1. **Summary**

- 1.1 This report has been requested by Finance and Audit Scrutiny Committee to confirm the impact on Support Services of the outsourcing of the management of the Council's Leisure Centres and the savings that will be able to be made.
- 1.2 Work on the Leisure Options review has been on-going for several years. Overall this is expected to release savings currently estimates at around £1.3m.

## 2. **Recommendation**

- 2.1 That the Committee note the report.

## 3. **Reasons for the Recommendation**

- 3.1 Whilst the Council's leisure centres have been operated internally, the service has been very reliant on support services from across the Council. In total the recharges from the central support service units to leisure centres come to around £300,000. The primary services are:-

	<b>Employee Costs £</b>	<b>Other direct costs £</b>
Finance	28,000	8,000
Property Services	13,000	7,000
Warwick Plant Maintenance	66,000	25,000
Human Resources	75,000	25,000
Media	11,000	4,000
ICT Services	20,000	11,000
H&PS Business Support	7,000	1,000

- 3.2 Ahead of coming to these figures, a review of support service recharges was undertaken by the Strategic Finance Manager with all support service providers. This entailed a detailed scrutiny of the work provided for the leisure centres and the basis for which this work was recharged (eg time recording, head count etc).
- 3.3 As the new operator of the leisure centres will be providing their own support service costs, it is necessary for the Council to seek to reduce these costs on the basis that:-
- The services provided are no longer required.
  - If the costs are not reduced, the cost will need to be recharged to other services, so increasing their cost.
  - Not to reduce these costs will mean they will represent an additional cost to the Council which will serve to reduce the overall savings that will accrue from the Leisure Options work.
- 3.4 Whilst the principle of seeking to reduce these costs is fully accepted across the Council, in many cases this will not be possible due to:-
- The demand for work from some support services has continued to increase. With reduced work being provided to support leisure centres, it is possible for an improved service to be provided in line with the demand.

- For many support services there is a “central cost” which will remain whatever the overall demand for work from support service from front line services. Examples of this may include:-
  - Cost of maintaining a central ICT infrastructure
  - Cost of maintaining and updating HR policies
  - Cost of central systems (eg Financial Management System)
  - Cost of producing the Council’s Annual Statement of Accounts.

3.5 Accordingly, detailed discussions have been held with the Deputy Chief Executive (AJ) and the relevant Heads of Service to determine the extent to which it is will be realistic reduce these costs. The results of this are shown below:-

	<b>Employee Costs £</b>	<b>Other direct costs £</b>
Finance	28,000	8,000
Housing & Property Services	66,000	24,800
Human Resources + Media	7,000	2,500
ICT Services		6,700
<b>Total</b>	<b>101,000</b>	<b>42,000</b>

- 3.6 Whilst these figures are in some cases substantially below the sums being charged, it is important to be realistic as to what can be saved without the savings impacting upon services and the legal requirements upon the Council.
- 3.7 To make many of these savings it will be necessary for the relevant service to review its operations, service demands and future staffing structures. These reviews will need to be incorporated into the 2017/18 Service Area Plans. These plans are due to be presented to members in April 2017.
- 3.8 Members will be informed on the progress on making these savings as part of future Fit For the Future reports and if relevant within future Budget Review reports.
- 3.9 With many Fit For the Future projects currently on-going, demand for the some support services is not likely to reduce in the short term. However, it is possible that in due course savings above those in the above table may be able to be generated.
- 3.10 In addition to the Council-wide support services, services were also provided to the leisure centres from central staff within Cultural Services. The recent redesign of the client function will realise further savings of £87,000 (Support) and £76,000 (Staff).

#### 4. **Policy Framework**

- 4.1 **Policy Framework** – This report is in accordance with the Council’s Policy Framework.
- 4.2 **Fit for the Future** – The Leisure Options project has been part of the Fit For the Future programme for some years. The further projects for the support services charges being reviewed in 2017/18 will within the Support Service Plans and the Fit For the Future update due to be presented to members in June 2017.

## **5. Budgetary Framework**


- 5.1 Overall the Leisure Options project has released substantial savings in the costs of operating the Council's leisure centres. Net savings of £285,000 per annum have been made in the cost of the current operations. Work on procuring a new operator for the centres will generate a concession payable to the annual Council, in addition to the costs that will be saved in the Council not directly running them. These net savings are estimated at £986,000, including the savings in paragraphs 3.5 and 3.9. Once the annual borrowing costs are allowed for (estimate £486,000), the net total savings are approaching £1.3m per annum.
- 5.2 The proposed Budget and the Medium Term Financial Strategy being considered by members allow for these budget changes.

## **6. Risks**

- 6.1 If it is not possible to make the support service savings detailed earlier, this will present an additional budgetary pressure on the Council, which will increase the level of savings still to be found.

## **7. Alternative Option(s) considered**

- 7.1 As the report is for information purposes, no alternative options are proposed.

 <b>Finance and Audit 7<sup>th</sup> February 2017</b>		<b>Agenda Item No.</b> <b>7</b>
<b>Title</b>	Welfare Reforms	
<b>For further information about this report please contact</b>	Andrea Wyatt ext 6831	
<b>Wards of the District directly affected</b>		
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>		
<b>Background Papers</b>		

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	No
<b>Included within the Forward Plan? (If yes include reference number)</b>	No
<b>Equality Impact Assessment Undertaken</b>	No
This is an information report only.	

<b>Officer/Councillor Approval</b>		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Chief Executive/Deputy Chief Executive	24/01/2017	Andrew Jones
Head of Service	24/01/2017	Mike Snow
CMT	24/01/2017	Andrew Jones
Section 151 Officer	24/01/2017	Mike Snow
Monitoring Officer	24/01/2017	Andrew Jones
Finance	24/01/2017	Andrea Wyatt
Portfolio Holder(s)	24/01/2017	Peter Whiting
<b>Consultation &amp; Community Engagement</b>		
Insert details of any consultation undertaken or proposed to be undertaken with regard to this report.		
<b>Final Decision?</b>		Yes/No
<b>Suggested next steps (if not final decision please set out below)</b>		

## 1. **Summary**

- 1.1 This report has been prepared at the request of Finance and Audit scrutiny committee to provide an update on welfare reforms.

## 2. **Recommendation**

- 2.1 That the content of this report is noted.

## 3. **Reasons for the Recommendation**

- 3.1 This is a briefing report only and therefore there are no recommendations.

## 4. **Policy Framework**

### 4.1 **Policy Framework –**

- 4.2 **Fit for the Future** – The report is an information only report regarding the Government welfare reforms and therefore largely outside of the control of the authority. The Council can however seek to mitigate the effects of these changes through the use of discretionary payments, job clubs, budgeting support and continuing to refer to specialist agencies such as Citizens Advice.

- 4.3 **Impact Assessments** – The changes are legislative and therefore cannot be influenced by Local Government.

## 5. **Budgetary Framework**

- 5.1 In most cases the authority receives 100% subsidy from the Government for any Housing Benefit which is paid out, however there are a few areas such as housing benefit paid for temporary accommodation, for which reduced subsidy is received and is therefore a direct cost to the general fund.

## 6. **Risks**

- 6.1 As income from benefit reduces, claimants may struggle to meet their financial commitments and could ultimately put their home at risk.
- 6.2 For the Council, rent arrears and council tax arrears could increase and there could be an increase in people presenting as homeless.

## 7. **Alternative Option(s) considered**

- 7.1 There are no alternative options – the decision to implement changes to the welfare system are the responsibility of the Government.

## 8. **Background**

- 8.1 The Government prescribes how much it considers a household should be able to live on depending on their circumstances through a system of premiums and allowances in order to calculate the amount of means tested income related benefit and housing benefit a person might receive. So for example, a couple with two children would attract a couple allowance, two child premiums and prior to May 2016 a family premium. Additional premiums are granted if someone in the family is disabled or has caring responsibilities. The total



amount of these allowances and premiums form the basis of the benefit calculation, generally if a person's income is below this total, they can claim a DWP benefit to ensure they receive an income of at least this amount. Housing benefit is calculated using the same principle, so if a claimant has an income of the calculated amount or below, they will receive maximum eligible housing benefit, if they receive an income above this amount a 65% taper is applied to the difference between the calculated amount and their actual income to calculate entitlement. Claimants who are working can claim working tax credits and generally receive an income of above the calculated minimum amount. It should be noted that Housing benefit can also be reduced by the benefit cap and this is explained later in this section.

## 8.2 **Changes to allowances and premiums**

### **Restriction on increases**

In November 2015, the Government announced that there would be no increase to working age social security benefit rates until at least the 5 April 2020. In order to achieve this, the allowances and premiums used to work out benefit entitlements have remained at the same level since April 2015.

### **Family premium**

The following table shows the weekly allowances and premiums used in the calculation of benefit for a couple with two children.

<b>Allowances and Premiums</b>	<b>Amount</b>
Couple both over 18	£114.85
Child premium	£66.90
Child premium	£66.90
<b>Total</b>	<b>£248.65</b>

So if neither of the couple were working they could claim out of work benefits of £248.65 per week, they would also receive £34.40 child benefit per week and maximum eligible housing benefit.

Prior to May 2016, a family premium of £17.45 would have also been included in the above calculation meaning that the total out of work benefits would have been £266.10 plus £34.40 child benefit per week. This change only affects new claims made after May 2016, any continuous claims starting prior to May continue to include the premium.

### **Child Premium**

There are currently no restrictions on the number of child premiums included in the benefit calculation, so if the couple in the above example had 3 children their income from benefits would be £315.55 per week plus child benefit of £48.10 per week and so they would qualify for maximum housing benefit. From April 2017, the Government have proposed that there will no longer be an allowance included in the benefit calculation for the 3<sup>rd</sup> or subsequent child born after 31<sup>st</sup> March 2017. This effectively restricts the maximum out of work benefit to £248.65 regardless of the number of children a claimant has. The premium will be removed for the purposes of calculation housing benefit entitlement but in the above example the claimant will still receive maximum eligible housing benefit.

## Maximum housing benefit.

### Private tenants

Since 2008, all new claims from private tenants have been assessed using the local housing allowance (LHA). The LHA is the maximum amount of housing benefit a person can receive and is based on the number of rooms needed for the size of the family. Two children of the opposite sex are expected to share a room up until the age of 10 and the same sex up to the age of 16 unless there is a medical reason why sharing is not possible. The shared room rate was extended from under 25's to under 35's from January 2012, and this is the maximum housing benefit a claimant under 35 can receive unless they are severely disabled. The LHA rates have not been increased since April 2015 and they are expected to remain at the current levels from April 2017.

#### Current weekly LHA rates.

	1 bed shared	1 bed self contained	2 beds	3 beds	4 beds
Solihull	£69.05	£116.53	£149.59	£172.60	£230.14
Warwickshire	£69.77	£119.09	£150.36	£181.80	£246.50
Coventry	£65.65	£92.05	£111.48	£128.19	£170.67

The broad rental market area (BRMA) is used to determine LHA rates and this differs from the District boundaries therefore Solihull and Coventry LHA rates apply to some of our claimants, eg Baginton is in Coventry BRMA.

### LA tenants and tenants of registered providers

Prior to April 2013, the maximum housing benefit for tenants renting from the LA or a registered provider, was their total rent less any charges for ineligible services, regardless of the size of the property and the number of occupants. From April 2013, size restrictions apply in line with those which were already in place in the private sector. This reduces the maximum housing benefit by 14% where a claimant is under-occupied by one bedroom and 25% by two bedrooms. There are currently 621 claimants whose maximum housing benefit is restricted by under occupancy.

#### Under occupancy restrictions

	One room	Two room
LA	353	66
Registered Providers	187	15

From 1<sup>st</sup> April 2016 all LA's and registered providers were required to reduce their rents by 1% a year for 4 years.

The maximum rent is further reduced for all claimants, regardless of tenancy type, who have a non-dependant living in the property. Whilst Benefit rates have been frozen, non-dependant rates have increased each year, non-dependant deductions do not apply if a claimant or partner is in receipt of disability living allowance or personal independence payment.

## Weekly Non dependant deductions – April 2016

Non dependant circumstances	Non dependant deduction
Under 25 & in receipt of a prescribed benefit.	Nil
Over 25 & in receipt of a prescribed benefit or working less than 16 hours.	£14.65
In receipt of pension credit.	£14.65
Over 18 and working over 16 hours	
• Gross income: less than £133.00	£14.65
• Gross income: £133.00 to £194.99	£33.65
• Gross income: £195.00 to £252.99	£46.20
• Gross income: £253.00 to £337.99	£75.60
• Gross income: £338.00 to £419.99	£86.10
• Gross income: £420.00 and above	£94.50

## Non dependant deductions – April 2017

Non dependant circumstances	Non dependant deduction
Under 25 & in receipt of a prescribed benefit.	Nil
Over 25 & in receipt of a prescribed benefit or working less than 16 hours.	£14.65
In receipt of pension credit.	£14.65
Over 18 and working over 16 hours	
• Gross income: less than £136.00	£14.80
• Gross income: £136.00 to £199.99	£34.00
• Gross income: £200.00 to £258.99	£46.65
• Gross income: £259.00 to £345.99	£76.35
• Gross income: £346.00 to £429.99	£86.95
• Gross income: £430.00 and above	£95.45

**Benefit cap** – The Benefit cap was introduced in April 2013. The cap was applied to housing benefit where total income from out of work benefits exceeded £350.00 for single people and £500.00 for couples and families, from 7<sup>th</sup> November this has reduced to £257.69 per week for single people and £384.62 for couples with or without children. Some claimants are exempt from the effects of the cap, such as those with disabilities. The intention is to encourage claimants to find work for at least 16 hours and claim working tax credit so that the cap does not apply. All existing claimants were contacted prior to the cap being applied and appropriate advice was provided including details of how they could apply for discretionary housing payments. There are currently 46 capped housing benefit claims, of these 21 are local authority, 12 renting from registered landlords and 13 renting from private landlords. Amount of Benefit lost due to Benefit cap by tenure types.

<b>Amount of Benefit lost £'s</b>	<b>LA tenants</b>	<b>Registered providers</b>	<b>Private tenants</b>
<b>0.01 to 9.99</b>	5	1	1
<b>10.00 to 19.99</b>	2	0	4
<b>20.00 to 29.99</b>	3	2	0
<b>30.00 to 39.99</b>	1	2	0
<b>40.00 to 49.99</b>	0	3	1
<b>50.00 to 59.99</b>	1	1	0
<b>60.00 to 69.99</b>	3	0	0
<b>70.00 to 79.99</b>	2	0	2
<b>80.00 to 89.99</b>	2	1	1
<b>90.00 to 99.99</b>	1	0	2
<b>100 +</b>	1	2	2
<b>Total</b>	21	12	13

#### **Affect of the Benefit cap on housing benefit.**

<b>Benefits in payment before 7th November 2016</b>		<b>Benefits in payment from 7th November 2016</b>	
Income Support	£73.10	Income Support	£73.10
Child Tax Credit	£223.86	Child Tax Credit	£223.86
Child Benefit	£61.80	Child Benefit	£61.80
Housing Benefit	£140.00	Housing Benefit	£140.00
<b>Total Benefits in pymt</b>	<b>£498.76</b>	<b>Total benefits in pymt</b>	<b>£498.76</b>
Cap level	£500.00	Cap level	£384.62
Total cap to housing benefit	£0.00	Total cap to Housing Benefit	£114.14
<b>Housing Benefit payable</b>	<b>£140.00</b>	<b>Housing Benefit payable</b>	<b>£25.86</b>

<b>Effect of Benefit Cap on WDC tenants</b>	
No arrears	6
Reducing arrears	6
Arrears increase by less than £100	3
Arrears increase by £100 to £250	2
Arrears increase by £250 to £500	3
Arrears increased by £500+	1

**Universal Credit** – Universal Credit is gradually being rolled out to Job Centres across the Country and replaces income based job seekers allowance (JSA(IB)), income support, working tax credit, child tax credit, income related employment and support allowance and housing benefit. Leamington Job Centre, can currently only accept claims for Universal Credit from single claimants who would have claimed JSA(IB) with full roll out for other benefits expected from June 2018. From this date all claimants who would have claimed one or any of the benefits noted above will have to claim universal credit. Current housing benefit claims will be transferred at trigger points dictated by changes in their circumstances. The remaining caseload will be

transferred after September 2018 and further information is awaited to advise how this will be done.

Housing benefit is currently paid 4 weekly for tenants who rent from private landlords and in the majority of cases payments are made direct to the tenants, however, in some circumstances payments can be made direct to the landlord such as when a claimant is over 8 weeks in arrears. Payments to council tenants are currently paid weekly direct to their rent account. Universal Credit is paid monthly, but claimants have to wait at least 6 weeks before receiving their first payment. It is paid direct to the claimant, however in some circumstances, such as when a claimant falls into arrears, the landlord can apply to receive the payments.


All claims for Universal credit must be made online and the local authority are required to provide support for those unable to make their claim and provide budgeting support for those claimants who may struggle to manage their money. The local authority will still receive discretionary housing payment funding for claimants who have a rental liability and are struggling to pay their rent.

### **Discretionary housing payments**

Discretionary housing payments, are additional payments which can be paid in addition to Housing Benefit, to assist claimants who are struggling to pay their rent. The authority is responsible for designing its own scheme, within the parameters prescribed by Government. In 2015/2016, we received £140,259.00 of discretionary payment funding and this increased to £167,306.00 from April 2016. Claimants are expected to provide information and evidence which supports their assertion that they are unable to meet their rental payments and generally non essential expenses are disregarded. Awards for discretionary payments are time limited, and the period over which they are awarded is dependant on their circumstances, once a claim has ended, a claimant can re-apply.

### **Financial Inclusion Group**

The group consists of officers from Housing, Benefits, Community Partnership Team and Economic Development and is now chaired by Andrew Jones. The group meet to discuss financial inclusion and how this might drive initiatives to help our residents and how we can work with our partners to improve financial capability.

 <b>Finance and Audit Scrutiny Committee : 7th February 2017</b>		Agenda Item No. <b>8</b>
<b>Title</b>	Warwick District Infrastructure Delivery Plan	
<b>For further information about this report please contact</b>	Tony Ward	
<b>Wards of the District directly affected</b>	All Wards	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	1st June 2016 Report – September 2016 Briefing Note.	
<b>Background Papers</b>		

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	No
<b>Included within the Forward Plan? (If yes include reference number)</b>	In F and A work programme.
<b>Equality Impact Assessment Undertaken</b>	N/A

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	27/1/17	Chris Elliot and Bill Hunt
Head of Service	24/1/17	Tracy Darke
CMT	27/1/17	Bill Hunt
Section 151 Officer	26/1/17	Mike Snow
Monitoring Officer	27/1/17	Andrew Jones
Finance	26/1/17	Mike Snow
Portfolio Holder(s)	26/1/17	Councillor Cross
Consultation & Community Engagement		
N/A		
Final Decision?		No
Suggested next steps (if not final decision please set out below)		
It is proposed that further progress reports will be prepared for Finance and Audit Scrutiny Committee 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. This report will also give Members an overview of how Infrastructure matters were addressed in the recent Local Plan Examination in Public.

## 2. **Recommendation**

- 2.1 That the Committee note the contents of the report, Appendix 1 (update on key infrastructure) and Appendix 2 (updated IDP Table)
- 2.2 That Officers report back to Committee in 6 months' time with a further 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/ evolve to reflect Infrastructure requirements and progress of their implementation throughout the plan period. It should be noted that this may also involve expanding the content of the IDP to include any further modifications made to the Plan in the forthcoming Inspectors report and the final content of the plan at adoption.
- 3.4 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 Council's; as well as other external agencies (for example Highways England, Strategic Economic Plan partnership, Sport England).
- 3.7 Detail on specific advances across all sectors of the IDP is set out in Appendix 1 of this report.
- 3.8 It is intended that following the adoption of the Local Plan that the IDP will be made available in a live format accessible for wider scrutiny via the Council's website.

### **The Local Plan Examination in Public (EIP) and Infrastructure**

- 3.9 The Local Plan EIP hearings concluded in late December 2016. Throughout the various hearing sessions the Inspector methodically interrogated housing and employment allocations, their environmental acceptability, deliverability and viability, as well as the composition and appropriateness of infrastructure that would be necessary to support them.

- 3.10 There were also two specific, targeted hearing sessions that scrutinised the IDP. The first half day session focussed on transport related matters specifically, followed by a further half day session examining all other (non-transport) infrastructure matters.
- 3.11 The Council is awaiting the findings of the EIP and the Inspectors report, however it was felt that the Inspector appeared to be satisfied that the Council had presented a thorough and appropriate analysis of the District's infrastructure needs and that the approach taken to develop the IDP's was appropriate.
- 3.12 There was a discussion regarding the funding gap. The Council informed the Inspector that it will continue to work with Infrastructure providers and other agencies in the identification of alternative funding sources to augment the finance required in support of infrastructure provision. In particular, the Inspector focused in funding potential for infrastructure required within the first five years of the Plan. The approach set out in the IDP appeared to provide answers to his key questions in this regard.
- 3.13 With regard to funding it should be noted that the Council will, through the development of its CIL regime, give consideration to what developer contributions will be collected through CIL and those that may remain the subject of S106 agreements. Members have raised concerns that CIL funding may not be as effective as S106 in terms of levels of finance it may generate from larger strategic allocations. It should be noted that both sources will be utilised. The CIL viability study sets CIL income rates per sq.m of development in the charging schedule on the basis of a possible allowance per dwelling unit on strategic sites to be utilised for specific on-site S106 matters.
- 3.14 It is understood that the Government is considering a revision of its guidance on CIL that may provide additional flexibility to Local Authorities to ensure that appropriate levels of developer funding for infrastructure are attainable. Officers are monitoring this situation and will report to Members in the event such adjustments to the CIL regulations are issued.
- 3.15 It was reported to the Inspector that, as the Council moves towards the introduction of a CIL regime, it will assess priority projects and assign CIL income to projects in order of priority. This will be published in the Regulation 123 list which will be prepared for Council in April ahead of submission of the CIL scheme. As part of this, the Council will continue to assess whether all the infrastructure proposals set out in the IDP are essential. Through this, it is likely that some schemes that are currently desirable will not be prioritised for funding unless specific funding can be identified.
- 3.16 Through the combined approach of identifying alternative sources of funding and prioritising schemes the officers consider that the funding gap will be reduced and that all essential infrastructure can be funded across the whole Plan period.
- 3.17 Once funding is provided through developer contributions, in most instances it will be the responsibility of the individual infrastructure providers to ensure that projects are delivered and operational in an appropriate timescale. However, the District Council will, through its development monitoring regime



and reference to the IDP, ensure that infrastructure providers meet their obligations to deliver projects successfully.

- 3.18 It is anticipated that the Inspector will produce his interim report including any modifications required to make the Plan sound in March 2017. The Council will then have to undertake a consultation exercise detailing the main modifications proposed. Subsequently, officers will collate and forward the responses from this consultation exercise to the Inspector. The Inspector will then consider these responses and issue his final report. On receipt of this report officers will further update the IDP and will prepare a report for Council for formal adoption over the summer.

#### 4. **Policy Framework**

- 4.1 **Sustainable Community Strategy** - The Infrastructure Delivery Plan is a part of the evidence that underpins the Local Plan. It has been developed initially in parallel with the Draft Local Plan and will continue to evolve to accommodate any further Local Plan modifications that may arise as a consequence of the EIP and the concluding stages of the Plan to Adoption. It will also respond to any changes to infrastructure provider's requirements. In this context the IDP will continue to play an important role in supporting corporate priorities.
- 4.2 The compilation of, and continuous review/ monitoring of the IDP regarding infrastructure necessary to support major development schemes across the District will ensure that the identified infrastructure comes forward in the right manner and at the right time to support that development and will therefore contribute to the vision of making Warwick District a great place to live, work and visit as set out in the Sustainable Community Strategy.
- 4.3 **Fit for the Future** – The IDP will assist the Service strand and the Money strand of the Fit for the Future Programme enabling capital investment to be made in a range of public infrastructure facilities which will help ensure that the Council can continue to deliver services that any growing community needs. The People strand will be implicated as the development envisaged in the Local Plan and the supporting infrastructure in the IDP will have impacts on council staff in all services one way or another.

#### 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. Once a Community Infrastructure Levy (CIL) Scheme is in place, it will also help to inform priorities for CIL.
- 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 across the country and will undoubtedly require imaginative strategies/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, 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 emerging Local Plan period, the absence of a robust and detailed IDP system and complimentary S106 monitoring regime, has been identified as a key risk to the Local Plan's success and its future implementation

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 Local Plan risk register contains the following risks relating to the IDP

Risk	Nature of Risk	Likelihood	Impact	Mitigation
CIL and Viability	<p>CIL will not be adopted until the Local Plan is adopted. There remains a risk that some of the proposed infrastructure will not be viable, particularly where external sources of funding are required.</p> <p>Recent work on CIL income shows that a shortfall is likely if we try to deliver the entire infrastructure that is desirable. However, with prioritisation, accessing additional funding streams and continued effective use of S106, it is expected that the funding gap can be managed.</p> <p>The likelihood of the risk occurring has reduced as a result of EIP hearings which have tested the viability of all</p>	2	4	<p>a) Ensure CIL scheme is ready to progress alongside Local Plan</p> <p>b) Regular review of the IDP through ongoing liaison with providers.</p> <p>c) Regular report to Scrutiny regarding Infrastructure</p> <p>d) Prepare a Reg 123 list to be specific about which elements of the IDP will be funded through CIL and demonstrate that CIL income can achieve this (taking account of pooling restrictions</p> <p>e) We need to ensure evidence to support S106 contributions is robust and CIL compliant</p>

	the Local Plan sites.			
Infra-structure funding and delivery	<p>The issues around pooling S106 agreements are now a significant risk given that we don't have CIL scheme in place. It is possible that funding for some infrastructure will be harder to justify in this interim period, particularly where appeals are allowed.</p> <p>Recent planning permissions have seen Education unable to collect contributions from developers as these will contravene pooling restrictions.</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 Major Site Delivery Officer will continue to play a key role in this.
Forward funding of major infra-structure items	In some ways this goes beyond the remit of the Local Plan, but 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 Kenilworth is likely to enable timely provision. For South of Coventry the strategy is still emerging, free school funding may be required. The approach proposed for south of Warwick is likely to be funded from established sources until 2022. After that funding for Free Schools will be required.</p>

## 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/be a tool 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 A full description of the purpose and background to the IDP is set out in the first ten pages of the IDP master document (Appendix 2).
- 8.3 It is important to recognise that the IDP is a strategic document which supports the Local Plan. 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.
- 8.4 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. All this needs detailed evidence 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.

## **Appendix 1: Advances regarding specific Infrastructure Requirements**

### **Education**

- 1 With regard to education, the provision of school places and the development of new schools require a targeted approach to ensure they are delivered and available at the appropriate time.
- 2 With particular regard to the provision of primary schools required to serve large urban extensions it will be necessary for the District Council to monitor progress in the development and implementation of school build projects by working closely with Warwickshire County Council Education Department and the County Council's Infrastructure Manager. This will ensure that schools are delivered and operational at the appropriate time in the development process. A current example of this relates to the delivery of the primary school requirements south of Warwick and Leamington. The first of three primary schools (Heathcote) is currently under construction and will be operational in September 2017.
- 3 Discussions with the developer at Grove Farm regarding the location and layout requirements regarding a second primary school are currently progressing. It is anticipated that this approach will be replicated with regard to primary school requirements both at Kenilworth and Kings Hill in due course.
- 4 The timing of the delivery of secondary school places is also critical. The successful implementation of school construction projects to provide pupil places associated with development South of Warwick and Leamington, Kenilworth and at Kings Hill will be a priority. The approach for secondary education in each of these three areas is set out below.

#### **Education South of Warwick and Leamington**

- 5 The County Council is proposing a three phase approach to meeting the education requirements of development across this area:
  - Phase 1 (up to September 2018) involves filling existing school places
  - Phase 2 (2018 to 2022) involves expanding Campion School and over time, filling the resulting capacity
  - Phase 3 (2022 onwards) involves new school provision at Europa Way.
- 6 Funding of the first two phases through to 2022 will be met from approved Section 106 developer contributions. Section 106 agreements have already been secured to contribute to the overall strategy. Although trigger points mean that the receipt of the S106 income can take some time, the phased delivery of the proposal means that substantial funding will be available to deliver the project. The phased approach also ensures that pooling restrictions can be avoided by ensuring the contributions are made to specific infrastructure projects within the overall strategy and enables the County Council to guard against over-provision.
- 7 The District and County Council are confident that the proposals are viable and can be funded. The land is already set aside for the proposals and the timing of Section 106 contributions enables phase 1 and phase 2 to be achieved. Phase 3 (a new school) will also benefit from Section 106 contributions from developments completed after 2018. However, it is likely that some additional funding will be required. The Central Government 'Free School Programme' (or

any successor of this programme) is likely to offer an additional potential source of funding. Detailed planning for this will begin once the Local Plan is adopted and there is clarity and certainty regarding the pupil numbers that will need to be accommodated.

### **Education in Kenilworth**

- 8 It is intended that the current secondary school at Kenilworth is relocated to land at Southcrest Farm. It is anticipated that this will be delivered and operational in September 2020. This is based on an application being submitted by the end of 2017, with construction commencing in the summer of 2018 and completing summer 2020.
- 9 The site has good access to the existing highways network and is located close to existing public transport links. The school has undertaken assessments of the site and taken into account the costs of servicing and assembling the land in the build costs.
- 10 Potential sources of funding for the school are as follows:
  - Sale of land occupied by the existing school for housing
  - CIL/Section 106 contributions
  - Department for Education / EFA funding
  - Other sources relating to the potential for providing specific facilities on the site
- 11 The school has undertaken extensive financial planning and provided evidence to the Local Plan to demonstrate that there is a reasonable prospect of a viable solution being achieved

### **Education at Kings Hill and South of Coventry**

- 12 As a result of the addition of up to 4,000 new houses in this location, there will be a need for the equivalent of two new primary schools (a total of 5 form entries) located on site and a new secondary school. The Council is working with Warwickshire County Council and Coventry City Council Education departments and the site promoters to establish the exact composition and timing of these requirements within, and beyond, the Plan period. At the point that the precise format of the school requirements is determined, the programme for its implementation and timing of delivery will be planned accordingly. It is expected that this will be clear at the time a planning application is submitted (expected shortly after the adoption of the Local Plan). This will require reference to the assumed housing trajectory for the development of Kings Hill and other allocations proposed in the locality. Pre-application discussions are already underway for this site. These discussions include a focus on infrastructure planning.

### **Primary Health Care, G.P. Facilities**

- 13 Recent discussions with the CCG have continued to establish how difficult it is for them to currently prescribe a precise strategy to meet the additional demands for primary healthcare that will arise from the expanding population as a consequence of the Local Plan.
- 14 Changing usage of I.T, as well as the amalgamation of surgeries to provide an 'area based approach' rationalising access to particular services (not duplicating specific clinics at every surgery) is envisaged to be more cost effective,

productive and thus enhance the capability of practices to deal with expanding patient role numbers.

- 15 The CCG is also mindful of the Government's intention to require surgeries to have longer opening hours which could increase the capacity of existing surgeries to accommodate larger patient roles. This will also have to be factored into decisions regarding the need for future healthcare building programmes (expansions or new bespoke facilities).
- 16 Given progress with the Local Plan and increasing engagement with developers in pre-application discussions, officers are proposing that ongoing uncertainties are addressed by negotiating agreements based on current capacity and traditional developer contributions. This will be in terms of land and finance for the provision of new practices. Appropriate flexibility could be built into accompanying legal agreements to enable finance to be switched to other solutions (better utilising existing/ established facilities/ IT infrastructure) in the event extended hours, revised working arrangements and the better use of IT in existing practices working collaboratively is ultimately the preferred solution.

#### **Health in Kenilworth Locality**

- 17 Doctor's surgeries locally are currently testing the 'Doctors First' initiative which is significantly enhancing the ability of surgeries to deal with an increasing number of patients without them having to physically visit the surgery. This basically utilises doctors dealing with a large proportion of their patients via telephone appointments.
- 18 In Kenilworth this system is up and running within one of the two practices. The two practices in Kenilworth are intending to work together more closely and the CCG is of the opinion that it may be possible for the existing surgeries in Kenilworth to cater for the growth across Kenilworth (including Thickthorn/ Southcrest Farm).

#### **Health - Kings Hill and South of Coventry**

- 19 Discussions have started between the South Warwickshire CCG and their counterparts in the Coventry and Rugby CCG's in order to understand existing GP capacity in south Coventry.

#### **Health North Leamington**

- 20 It is anticipated that the Doctors First initiative will enhance capacity in the short term (the first 4/5 years of the Plan period) across Leamington. Certainty over the future location of three north Leamington practices that are seeking to amalgamate is central to resolving the CCG's intended strategy across Leamington and also to the south of Warwick.
- 21 The three existing practices that would like to merge into one, Cubbington Road, Sherbourne and Clarendon Lodge still do not have a site identified for their new -build programme,. The Council is currently not in a position to say whether there may be the option of a site for a new facility as a consequence of potential development / regeneration in the Lillington / Crown Way area.
- 22 The CCG contends of the above decision has direct implications for other strategies across the town and to the south of Warwick, as the ultimate outcome of the above relocation project may impact on catchment areas across the town.

### **Health South of Warwick and Leamington/ Central Leamington**

- 23 In the short / medium term extra capacity will be available to provide for 10,000 additional patients as a consequence of the expansion programme agreed to be implemented at Warwick Gates Medical Centre. It is anticipated that these works will be undertaken and the facility fully operational in Spring 2018. This £1 million scheme is to be funded from S106.
- 24 This gives the CCG the opportunity to undertake a combined options appraisal regarding solutions to meet demand as the rest of this urban extension comes forward. This will determine the best strategy for meeting the needs of the central / south Leamington catchment area. As part of this, it will be decided if a new building is required (and if so where it would best be located), or if additional capacity in existing facilities can be augmented by technological advances and extensions to existing properties to provide patient capacity.
- 25 It is envisaged that the Waterside centre may be the subject of expansion in the financial year 18/ 19 to cater for growing town centre patient demand.

### **Health - Warwick Town Centre**

- 26 The development of a new medical centre on the former police station site at Priory Road/ Cape Road (amalgamating the Cape Rd surgery and the Priory medical centre) is programmed to be operational from spring 2019.

### **Transport and Highways**

- 27 Transport infrastructure is predominantly delivered by Warwickshire County Council although other providers also have a role to play, such as Highways England, Network Rail, the District Council (in providing parking and pedestrian and cycle facilities across district land), public transport operators and Sustrans.
- 28 The County Council has played a leading role in researching and planning this element of the IDP; this has been informed through the Strategic Transport Assessments. The County will continue to play a lead role in implementation. Highways England has contributed to and reviewed all Strategic Transport Assessment reports and supports the mitigation proposals therein. Sustrans also contributed to the Strategic Transport Assessment in respect of the proposed cycle infrastructure proposals.
- 29 The County Council has set up a regular development liaison group with Coventry City Council in order to form a joint approach to dealing with developments to the south of Coventry and on the County boundary.
- 30 The County Council continues to develop and refine schemes identified within the STA and IDP in order to help secure future funding. The County Council is working closely with developers to ensure appropriate levels of contributions are secured in order to mitigate impacts on the network and to ensure schemes identified are compatible with the overall transport strategy.

### **A452 Europa Way Corridor**

- 31 The various elements of this corridor are to be part-funded through S106 £17.5m from WDC development sites and approximately £2m from SDC development sites (subject to signing agreements) as well as Growth Deal 3 finance and S278 arrangements.



- 32 The County is currently in discussions with a number of developers regarding delivery of S278 schemes which form a significant proportion of the remaining infrastructure included in the corridor strategy (including P&R). A funding bid has also been submitted to the CWLEP to secure Growth Deal funding, the outcome of this is expected shortly and will be reported in the next iteration of the IDP/ Scrutiny report.
- 33 The Europa Way corridor improvements will be delivered through a series of individual schemes, some of which will be delivered by the County Council funded through a combination of S106 contributions and external funding and others will be delivered by developers under S278 agreements. Two schemes are currently with WCC for technical approval.
- The dualling of the section of Europa Way from just west of Harbury Lane roundabout west for approximately 420 metres, including the provision of a signalised junction with the developments on Heathcote Farm and land south of Gallows Hill. Construction is expected to start later this year.
  - Dualling of Europa Way from the roundabout by the Shires Retail Park to just west of Olympus Avenue.
- 34 The remaining schemes/ elements have been subject to concept design for the whole corridor and although there is currently no precise schedule for these works, the delivery of these sections will follow.

#### **Stanks Island' A46 / A425 / A4177 Birmingham Road**

- 35 Cost of £6m is now fully funded through £3.1m Single Local Growth Fund, £2.6m County funding and £300,000 developer funding and is a committed scheme.
- 36 Procurement for the contract is expected to be completed in March 2017 with works on site due to commence during the summer (start date will be confirmed after the contractor is appointed).

#### **A46 Stoneleigh Rd and Dalehouse Lane roundabout**

- 37 The County Council and Coventry City Council are in discussion with the Department for Transport (DfT) to formally agree the reallocation of Growth Deal 1 funding to deliver improvements at the A46 Stoneleigh junction. This process is expected to conclude early in 2017. Any balance of funding which is required for the scheme is expected to be sourced from HS2 Ltd, S106 / CIL monies or locally held capital funds. The scheme is planned for delivery in mid-2019.
- 38 A project board has been established to work on the delivery of this scheme. The board is supported by a Project Manager and WCC's highways design team are in the process of working up proposals. Survey work for ground conditions, topography, archaeology and ecology is underway/ scheduled with a view to preparing a planning application for the scheme later this year.

#### **Sub-Regional Employment site**

- 39 The developer is in discussion with the County regarding the delivery of S278 schemes associated with unlocking/ enabling the implementation of the Whitely south locality. This will also be beneficial for the progress of the wider employment allocation.

### **Rail**

- 40 NUCKLE 2 Kenilworth Station is fully funded and under construction and is now scheduled to become operational in 2018.

### **Warwick Town Centre Traffic Management Proposals**

- 41 WCC's Cabinet has given approval for the advancement of Warwick Town Centre traffic management project. The implementation of a 20 mph zone as well as adjustments / enhancements to Priory Road and the Northgate street junction are intended to be implemented as the first phases of this overall project in 2017. Funding for these particular aspects is to be from S106 agreements associated with the South West Warwick (Chase Meadow) development.

### **Other Infrastructure Proposals**

#### **Indoor Sports / Leisure**

- 42 The construction process of both Newbold Comyn and St Nicholas Park leisure centres is underway and site works are progressing on schedule.
- St Nicholas Park centre is due to be completed and operational over the summer
  - Newbold Comyn centre is due to be completed and operational autumn 2017.

#### **Utilities**

- 43 Severn Trent has recently announced a £43 million pound investment programme for the Finham treatment works in order to provide additional treatment capacity to accommodate development across the Finham catchment. Works are expected to be completed by March 2020.

## Appendix 2

### Draft Infrastructure Delivery Plan

### February 2017

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## 1. Introduction

### Purpose and Background

- 1.1. This Infrastructure Delivery Plan (IDP) sets out the Infrastructure requirements to support the proposals in the Draft Local Plan through until 2029. It has been prepared in consultation with infrastructure providers to ensure that the plan not only provides new homes and employment, but that developments are properly supported by high quality infrastructure which allows these new places to function as thriving communities and locations for successful businesses.
- 1.2. The IDP is a 'living document' which will evolve as more information becomes available through detailed planning applications, funding discussions and infrastructure costs re-profiling. The IDP should be read in conjunction with the Local Plan policies, which sets out a positive approach to supporting development across the District.
- 1.3. This edition of the IDP builds upon the work first published in December 2015, and includes the following updates:
  - A greater spatial analysis of transport infrastructure, better linking highways, public transport, cycling and pedestrian infrastructure requirements to key development areas;
  - A refinement of cost profiles and financial details, and
  - New content clarifying the position with regards to s.106 contributions and potential Community Infrastructure Levy (CIL) projects.

The latest update of the IDP (Feb 2017), introduces a further refresh of infrastructure requirements that are associated with additional housing numbers / sites identified by the Council for inclusion in the Local Plan. The identification of the additional development was essential to enable the Local Plan examination to resume to a successful conclusion. The additional housing numbers were necessary to provide certainty for meeting Warwick District's agreed proportion of the unmet need of Coventry City Council and also enhance supply in Warwick District which was previously envisaged to come forward from windfall sources. It should be noted that there may be further adjustments to the Local Plan as a consequence of the Inspectors report (awaited following the conclusion of the EIP in December 2016). The IDP may therefore have to react to any further adjustments to the Local Plan additional / revised allocations and, if necessary reflect these into the IDP.

Officers will keep pressure on infrastructure providers to ensure that a full (and accurate position) will be available for the Local Plan examination in the autumn of 2016. This is particularly relevant for education and GP services as the definitive strategy for secondary schools and GP facilities requires confirmation.

- 1.4 CIL information has been drawn from this document to produce an accompanying Draft Regulation 123 List. The Regulation 123 list sets out the infrastructure that the Council intends to be funded through CIL.
- 1.5 A number of major planning applications have been approved which are in line with the Council's Submission Draft Local Plan (and further modifications). These have involved, through Section 106 agreements, substantial contributions to the infrastructure set out in the Delivery Schedule below. Therefore the IDP also deals with the reality of major live project delivery and implementation issues. We are now moving from project planning to the early stages of project implementation.

### **Key Elements of the IDP**

- 1.6 The table in section 5 of this Infrastructure Delivery Plan showing the Delivery Schedule sets out a number of the most important elements relating to infrastructure requirements, costs and funding. However the full delivery schedule is a more complex spreadsheet showing phasing, organisational involvement and more details of costs and funding. This more complete information will be published on the Council's website. It includes a number of key elements that have been established as follows:
  - 1.6.1 Infrastructure Requirements: the infrastructure requirements have been established through an examination of demographic and household growth trends and their impact on specific infrastructure. This has provided an understanding of the extent to which current capacity needs to be increased. Once that has been understood, the most appropriate way of delivering the increased capacity has been established.
  - 1.6.2 Phased Infrastructure Delivery: Consideration has been given as to when different types of infrastructure are required across the plan period. It is informed by the examination of housing growth and the delivery schedules associated with major growth projects.

- 1.6.3 Cost profiling: the IDP involves the continual updating and reassessing of infrastructure cost profiles as projects often move through a process from outline costs to fine-tuned detailed project costs and then actual tendered values for project implementation.
- 1.6.4 Project Funding: it is recognised that infrastructure projects can potentially access a variety of funding streams. Work is progressing on clarifying potential funding partners and the possible scale of contributions, which varies from project to project. It is important that whatever public and other funding and resources are available for new infrastructure that this is planned and delivered in a co-ordinated and efficient manner. The IDP will be instrumental in helping to achieve more co-ordination between public agencies and thereby drive greater efficiencies in delivering infrastructure.
- 1.6.5 Providing Transparency: the IDP establishes the basic framework for the Regulation 123 List which sets out what the Council intends to fund in whole or part through CIL payments. In doing so this also provides a degree of clarification about the future modified content of s.106 agreements. It should be noted that all infrastructure not included within the Council's published Regulation 123 list can only be funded via s.106 agreements (which are subject to rigorous statutory tests) and other sources of funding.
- 1.7 As the IDP continues to develop, the Council is collecting and building a considerable database of detailed costs calculations, infrastructure modelling data, and development forecasting material. It is not always in a readable or understandable format. However, as the IDP continues to develop it is intended to publish (subject to confidential financial information restrictions) further information on this data as technical appendices to future revisions of this document.

## **2. Plan Making, Economic Viability and Funding**

### **Making Deliverable Plans**

- 2.1 It is clear that the National Planning Policy Framework (NPPF) places significant emphasis upon Local Plans meeting the objectively assessed needs for their area, and are deliverable and realistic. Work by the cross-industry Local Housing Delivery Group <sup>(1)</sup> suggest that there are at least nine variables to consider as part of the economic viability of a local plan, which Warwick District Council considers underpin an effective IDP.
- 2.2 Figure 1 summarises the key economic viability considerations. In addition to policy, stakeholder, community and infrastructure provider aspirations, there are clear economic viability matters linked to better understanding the costs and availability of land, finance, development costs and developer's return on investment. These types of considerations sit behind the work on the IDP and are also to be found in the Council's commissioned work on CIL viability testing <sup>(2)</sup>. They also highlight the complexity of issues involved in considering the viability and delivery of the Local Plan. The IDP is part of this complex picture and is essentially an evolving live project plan which seeks to balance a clear approach to infrastructure delivery with an understanding of the economics of development.

References:

Ref (1) 'Viability Testing Local Plans: Advice for planning practitioners' Local Housing Delivery Group  
Chaired by Sir John Harman, June 2012

Ref (2) 'Community Infrastructure Levy – Viability Assessment – Update Addendum Report' BNP Paribas  
Real Estate, November 2014 and 'Community Infrastructure Study: Final Report' BNP Paribas Real  
Estate, June 2013.

Figure 1: Economic Viability



(Figure adapted from 'Viability Testing Local Plans: Advice for planning practitioners' Local Housing Delivery Group Chaired by Sir John Harman, June 2012)

## The Right Infrastructure at the Right Time

- 2.3 In the past it has sometimes proved difficult to deliver the infrastructure at the time it is needed. With this in mind the Council is currently exploring different delivery models which increase the prospect of the public sector having access to the resources to enable greater control over the timing of delivery.
- 2.4 The Council has also employed a Site Delivery Officer who has responsibility for ensuring developer contributions are paid and for liaising with infrastructure providers to ensure these contributions are used to deliver priorities in a timely manner.

## Infrastructure Funding

- 2.6 Not all the infrastructure projects listed in the IDP will be fully funded through developer obligations associated with new development. If this was the case, it would seriously put at risk the viability of the plan. While some infrastructure projects will be funded 100% from current / forecast contributions and allocated resources, other types of infrastructure may require a complex mix of funding streams. In the infrastructure schedules to the IDP, some initial work has been undertaken on:

- splitting funds between s.106 and CIL (this will help inform the CIL 123 Regulation List setting out what projects the Council intends to seek CIL funding to deliver);
- setting out some headline information about potential funding partners, and estimating some funding income headlines.

This information should clearly not be read as commitments by potential funding partners to make contributions and work in this area will continue evolve as infrastructure projects are worked up.

- 2.7 The sources of funding described in the Delivery Schedule will continue to evolve. Some of the sources indicated, such as the 'Single Local Growth Fund' are the subject of funding bids and are still to be analysed. Other funding sources are potential sources, but further work is required to establish whether this potential can be fulfilled. The table detailed below sets out a broad framework to potential infrastructure funding opportunities. It is not an exhaustive list of funding opportunities, but further information on this aspect of the IDP will be developed as part of programmed updates to the plan.

Table 1: Funding Opportunities

Public Sector Innovation	Central Government and Public Bodies
<p><b>Tax Increment Funding (TIF) -</b> TIF involves re-investing a proportion of future business rates from an area back into infrastructure and related development.</p> <p><b>Multi-use public buildings and cross public sector working</b> – practical examples could involve multi-purpose buildings say delivering council contact services, healthcare and social care services.</p> <p><b>Core Public Sector Funding</b> – reshaping existing resources and budgets with public sector partners to deliver shared outcomes.</p> <p><b>Supplementary business rates</b> – local authorities can place a supplement on the business rate and to retain the proceeds for investment in the economic development of an area.</p> <p><b>Prudential borrowing</b> - A local authority can utilise powers under the Prudential Code to borrow to finance the infrastructure or development needs of a particular site.</p> <p><b>Joint ventures and public/ private delivery vehicles</b> – partnership approaches to delivering infrastructure, services and projects</p>	<p><b>New Homes Bonus</b> - The Government has committed to providing a 'bonus' for new homes by match funding the additional council tax raised for new homes and empty properties brought back into use, for a period of six years.</p> <p><b>Single Local Growth Fund</b> - new 'single pot' of funding that the Local Enterprise Partnership (LEP) areas can effectively bid into on a competitive basis with other LEPs for economic priorities.</p> <p><b>Green Investment Bank</b> - created by the UK Government, (and the sole Shareholder), to back green projects on commercial terms and mobilise other private sector capital.</p> <p><b>DfT funding through Local Transport Plan-</b> DfT provides funding to local transport authorities in England to help them develop their local transport services and improve and maintain their infrastructure.</p> <p><b>Local Sustainable Transport Fund</b> - local transport authorities can bid for funds to bring forward packages of sustainable travel measures.</p> <p><b>Sport England</b> - provides services and funding to sport in England.</p> <p><b>Arts Council England</b> - supports a range of activities across the arts, museums and</p>



	<p>libraries</p> <p><b>Infrastructure Partners and Government Departments</b> – Highways England, Environment Agency, DEFRA, Education Funding Agency.</p>
<p><b>Grant Funding and Charities</b></p> <p><b>Big Lottery Fund</b> - money goes to community groups and projects that improve health, education and the environment.</p> <p><b>Heritage Lottery Fund</b> - supports projects across the UK aimed at helping people explore, enjoy and protect the heritage they care about.</p> <p><b>Charitable Organisations and Grant Funders</b> – examples include Sustrans, various trusts and foundations.</p>	<p><b>Private Finance</b></p> <p><b>Crowdfunding</b> – generally internet funded projects where money is raised by contributions from a large number of people.</p> <p><b>Private donations</b> – including those sourced through fundraising campaigns.</p>

### 3 Infrastructure Delivery

#### Responsibility for Delivery

- 3.1 The responsibility for delivering infrastructure lies first and foremost with the infrastructure providers. These organisations need to adapt their provision to support a growing population. However, the approach is inevitably a complex one requiring input from a range of organisations, including the District Council (in providing housing and population growth data, in agreeing section 106 contributions, providing CIL monies etc.). This requires a careful partnership and project management approach involving providers, funders and developers. To support this, the Council will be developing a clear and transparent process for ensuring developer contributions (whether through Section 106 or CIL) reach the infrastructure providers and for holding the infrastructure providers to account for timely and effective delivery. As the Local Plan moves from the preparation phase to the delivery phase, so will the resources to ensure effective delivery.

#### Timely Delivery

- 3.2 It is important that the Council and its partners in infrastructure delivery, work together to increase the prospect that infrastructure will be provided in advance of,

or alongside, new housing rather than in the years following the occupancy of new housing. This is important to enable new communities to become established and integrated quickly and to ensure that the impacts of growth on the District's existing communities are minimised.

- 3.3** However, accessing sufficient funding in a timely way to deliver early infrastructure provision remains a significant challenge and there are significant elements of the planning and public finance systems which make this hard to do.

**3.4 Progress to date**

- 3.5 During the period 2013 - 2015, the Council has approved over 3,950 dwellings on sites proposed for allocation within the Publication Draft Local Plan. The vast majority of these have been in the areas to the south of Warwick and Leamington. Each of the applications have been accompanied by agreements to contribute significantly to infrastructure costs and in this way the implementation of the IDP is already in progress. For example, some of the contributions agreed include:
- Tach Brook Country Park: over £2 m plus the majority of the land required
  - Education: over £38 million
  - GP Surgeries: over £2.5 million
  - Transport (including buses): £17.7 million
  - Hospital: over £5.8 million
  - Indoor sports: over £3.m

**Spatial Focus**

- 3.6 The proposed allocations within the Publication Draft are focused across a number of different parts of the District. In preparing the Delivery Schedule, careful consideration has been given to the cumulative requirements of development across sites which are clustered within a particular area. This has enabled contributions to be focused on mitigating impacts within each area. Examples of this include:
- Transport: Studies have been undertaken to specifically explore the cumulative impacts on the transport system that the development sites in the area to the south of Warwick and Leamington will have. This has enabled contributions to be made towards the Europa Way corridor, the Banbury Road Corridor, the motorway and some town centre schemes, as well as sustainable modes of transport and bus provision.
  - A further study has looked at the cross boundary impacts of major development proposals intended in Stratford District. This work has apportioned some of the cost of improvements needed to the network in Warwick District to those developments in Stratford. Given the recent addition of allocations to the Local Plan south of Coventry similar discussions with Coventry City Council and Infrastructure providers for that area will also be necessary.
  - Education: a coordinated approach to the provision of education across the area to the south of Warwick and Leamington has been established including expansion to two secondary schools and provision of up to four new primary schools as well as the expansion of existing schools. This has formed the basis of education contributions from development across that area.

- Education: a coordinated approach to education in Kenilworth is being developed, including a new primary school, possible expansion of an existing primary school and extended secondary school and 6<sup>th</sup> Form provision.
- GP Services: NHS England has considered the impact of each development sites on GP services. This has given rise to a set of proposals to expand a number of targeted practices, at the same time as providing a new medical centre to the south of Warwick and Leamington. This work is currently being re-assessed by the CCG given that they are now the organisation that is responsible for GP services.

- 3.7 A spatial approach is particularly important for transport to show how different development sites and different modes of transport can be integrated in to a coordinated package for key transport corridors. This corridor approach is set out in Appendix A to the IDP. Like other aspects of the IDP, this is also work in progress, but it does show how different modes of transport can be coordinated to maximise the effectiveness of the whole the system and within specific areas. This will form the basis for further work on detailed design and delivery of transport schemes in the coming months and years.
- 3.8 It is intended that the County Council will provide further data and to enable the addition of a further 'corridor' in the highways appendix(A) that will embrace the necessary highway related matters emerging as a consequence of the additional development allocations south of Coventry.

### **Types of Infrastructure**

- 3.9 Physical Infrastructure: Physical infrastructure describes the hard pieces of infrastructure that are needed for many activities that enable communities to function such as roads, pipes, wires and telecommunications infrastructure.
- 3.9.1 Transport makes up the most significant element of this in terms of costs. Transport infrastructure is predominantly delivered by Warwickshire County Council although other providers also have a role to play such as the Highways Agency, Network Rail, the District Council (in providing parking), Stagecoach and Sustrans. The County Council have played a leading role in researching and planning this element of the IDP and will continue to play a lead role in implementation.
- 3.9.2 A number of organisations (such as Severn Trent Water and National Grid) are involved with the provision of utilities. Much of this involves the on-site provision of pipes and wires, although investment is also required to in the wider network capacity.
- 3.9.3 Waste Disposal Infrastructure is provided by Warwickshire County Council and its partners, including investment in the local Household Waste and Recycling facility

- 3.10 Social Infrastructure: Social Infrastructure describes the infrastructure required to enable communities to establish and thrive. It covers a range of infrastructure that enriches our lives such as schools, libraries, community centres and sports facilities. It also covers infrastructure that enables us to live our lives safely such as emergency services.
- 3.10.1 Education forms the most significant element of social infrastructure in terms of cost. Warwickshire County Council has responsibility for ensuring sufficient educational places are available to meet the needs of the growing population. However, they are dependent on a range of providers, most notably an increasing number of Academy Schools for the actual delivery of services. The emerging Free School agenda could also impact on service delivery and involves close liaison between Warwickshire County Council and the Department for Education. The provision of education therefore requires a partnership approach between the County Council and the providers.
- 3.10.2 The structures to support the effective planning and provision of health infrastructure are complex. For hospital services, the predominant provider within the District is South Warwickshire Foundation Trust, which, amongst other things manages Warwick and Stratford Hospitals. They have developed an investment plan across the two hospitals to enable the growing population to be supported. GP Services are provided by a wide range of local practices. However, the planning for GP Services is now led by the Clinical Commissioning Group (CCG). Previously this work was the responsibility of NHS England (property services). Given this change in responsibility we are currently asking the CCG if they would like to take the opportunity to revise / refresh the data that has previously been submitted. It is hoped that we will have the definitive position on primary healthcare requirements shortly.
- 3.10.3 Indoor Sports is provided by the District Council, though often in partnership with other organisations such as schools. The District Council has undertaken some research in to the future needs of the area and the investment requirements of existing facilities. Based on this the Council has developed an Indoor Sports Strategy which forms the basis for this element of the IDP.
- 3.10.4 Libraries are provided by Warwickshire County Council and the contributions set out in the IDP reflect the need for investment in stock and equipment to support the growing population. Other cultural services are provided by range providers, including the District Council, the County Council and the voluntary sector. Only in Kenilworth are improved cultural facilities proposed.
- 3.10.5 Emergency Services are provided by Warwickshire County Council (fire), the Ambulance Service and Warwickshire Police. Only the Police service has indicated in detail a need for investment to support the growing population in the form of neighbourhood offices, improved custody facilities and equipment. However, we are aware that the Ambulance Trust is keen to work with Developers regarding the provision of Defibrillator's.

- 3.10.6 The provision of community centres works best where there is input from the community. At this stage therefore work has been undertaken to set aside land for community facilities, but until new communities become established, no work will be undertaken regarding the planning and structure of these facilities.
- 3.11 Green Infrastructure: Green Infrastructure describes the open spaces and natural environment that are needed to provide areas for biodiversity, recreation and quiet enjoyment. This includes country parks, urban parks, and playing pitches.
- 3.11.1 Country Parks can be provided by a range of organisations, depending on their role and format. The IDP proposes a new Country Park to the south of Warwick which the District Council is leading on.
- 3.11.2 Most urban parks and open spaces are managed by the District Council. For new developments, it is a requirement that open space is provided on site by the developers. These are then handed over to the District Council for ongoing management. In addition to these local open spaces, the District includes a number of significant parks – termed “District and Destination Parks” (such as Abbey Fields, St Nicholas Park and Jephson Gardens). Population growth places additional pressure on these parks, and so investment in these is included within the IDP
- 3.11.3 Playing Pitches are important for health and wellbeing. The District Council is the main providers of playing pitches, although a significant proportion are run directly by sports clubs. Sport England provide advice on the quantum of facilities needed and based on this the District Council has developed a Playing Pitches Strategy that will inform future iterations of the IDP.

## **4 The Delivery Schedule**

- 4.1 The table set out in section 5 below is a part of the Delivery Schedule. The full delivery schedule is a large and complex spreadsheet that will be kept up to date as working document. This schedule will evolve overtime for a variety of reasons:
- As new Section 106 agreements are signed, the funding elements will be updated
  - As new evidence of need emerges (such as updated demographic data) the requirements and costs will be updated
  - As infrastructure schemes are refined and costs become more detailed, the costs will be revised
  - As local priorities change, the timing and grading of schemes may be revised
  - As time moves on and schemes are delivered, so new schemes required for the period towards the end of the Plan Period will come more in to focus.

### **Requirements for later in the Plan Period**

- 4.2 It is important, to demonstrate the deliverability of the Local Plan, that the infrastructure requirements for the first 5 years can be funded and preferably the requirement for the 5 years beyond that as well. Although some of the schemes and

their costs need to be further refined and some of the alternative funding sources can only be assumptions at this stage, the IDP provides reasonable evidence that the Local Plan proposals can be supported by the provision of the infrastructure required up until 2025.

- 4.3** Beyond 2025, there are significant uncertainties about requirements costs and funding sources. For the period beyond 2025 things could change such as opportunities for alternative sources of funding; updated costs; the potential to review the CIL schedule if viability changes and, of course, the likelihood that the Local Plan will be reviewed before that date. In this context, although it is important to have an understanding of longer term infrastructure requirements, it is not possible or appropriate to pin down exact requirements, costs and funding sources for the whole plan period at this stage

## 5 Schedule of schemes, costs and sources of funding

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
	PHYSICAL INFRASTRUCTURE										
	Transport: Sustainable Travel Infrastructure (Non Corridor specific)										
T1	Smarter Choices	Implementation of a range of behavioural measures such as workplace travel plans, sustainable transport packages for new residents, travel awareness campaigns, public transport information, car clubs and car sharing and teleworking, home working and home shopping.	1	£1,000,000		£1,000,000		£1,000,000			*Travel pack monies agreed in S106 from Southern sites is £350,000 thus far. Funding also used for road safety/ education in schools
	Transport Infrastructure: A452 Europa Way Corridor										
T2	Refer to appendix A that itemises the infrastructure components that are required for this corridor.	Major carriageway and junction improvements (including pedestrian and cycleway provision / connectivity).	1	£37,000,000 (excludes park and ride facility)		£17,500,000		£17,500,000 identified thus far from Section 106 Agreements		£3,000,000 potentially from strategic development proposals in Stratford District £14,000,000 SEP £9,000,000 S278	*Note- all factors within this Corridor to be subject to a WCC SEP bid for finance. In general some £17.5million has been agreed via S106 Agreements to date for highways improvements- this can be utilised for carriageway / cycling measures as deemed necessary. Balance anticipated from SEP, S278

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
	Transport Infrastructure: A452 Leamington to Kenilworth Corridor										
T3	Refer to appendix A that itemises the infrastructure component s that are required for this corridor.	Includes carriageway and junction improvements as well as the provision of a park and ride facility and cycle route enhancements K2L  Includes the cost of dualling the A452		£17,900,000	£6,000,000			£6,000,000		Highways England , RIS2 and future potential from S278	Will be highlighted through Highways England Road Investment Strategy 2 and subject in part to inclusion for finance through the Highways England Expressway Concept for the A46 through the RIS2 process
		North Leamington Park and ride		£1,500,000						developer funded	
	Transport Infrastructure: Warwick-Leamington-Lillington (via Emscote Road)										
T4	Refer to appendix A that itemises the infrastructure component s that are required for this corridor.	Includes carriageway improvements and junction improvements		£1,800,000	£1,000,000			£1,000,000		Emscote road works, Princes drive junction likely to be recipients of SEP bid finance	
	Transport Infrastructure: Leamington South (including Tachbrook Road)										
T5	Refer to appendix A that itemises the infrastructure component s that are required for this corridor.	Includes carriageway improvements and junction improvements		£1,500,000	£1,500,000			£1,500,000		£120,000 from strategic development proposals in Stratford District	*Note- all items within this Locality to be subject to a WCC SEP bid for finance.
	Transport Infrastructure: Warwick Town Centre to Heathcote via Gallows Hill										
T6	Refer to appendix A that itemises the infrastructure component s that are required for this corridor.	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	



	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
	<b>Transport Infrastructure: Warwick Town Centre to Leamington (via Myton Road)</b>										
T7	Refer to appendix A that itemises the infrastructure components that are required for this corridor.										Details in Europa Way and Warwick Town Centre to Heathcote via Gallows Hill corridors
	<b>Transport Infrastructure: A429 Coventry Road, Warwick</b>										
T8	Refer to appendix A that itemises the infrastructure components that are required for this corridor.	. Includes carriageway improvements and junction improvements.		£1,140,000	£1,140,000			£1,140,000			
	<b>Transport Infrastructure: A425 Birmingham Road, Warwick</b>										
T9	A46/A425/A4177 Birmingham Road 'Stanks Island'		1	£6,000,000	-	£300,000	-	£300,000	£3,500,000 from SEP £2,600,000 from WCC Corporate Growth Fund		
	<b>Transport Infrastructure: A429 Stratford Road, Warwick</b>										
T10	Refer to appendix A that itemises the infrastructure components that are required for this corridor.										
	<b>Transport Infrastructure: Strategic corridor improvements</b>										

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
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						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
	Transport Infrastructure: Kenilworth Improvements										
T12	Refer to appendix A that itemises the infrastructure components that are required for this corridor.			£1,000,000	£500,000	£500,000		£1,000,000			
T13											
	Transport Infrastructure: Sub-regional Employment Site										
T14	Transport Infrastructure Associated with Sub-regional employment site	<p>The recently approved planning application at Whitely South incorporates the delivery of the infrastructure set out below.</p> <ul style="list-style-type: none"> <li>• New junction on A45 between Festival and Toll Bar islands including bridge over A45 to link site with Jaguar Whitley Business Park (Coventry)</li> <li>• New access road within the site to link the two zones (east of Baginton and south of Middlemarch Business Park).</li> <li>• New roads within the Jaguar Whitley Business Park (Coventry)</li> <li>• Improvements to capacity of</li> </ul>									<p>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).</p> <p>Details of the financial arrangements for this area are emerging and will be available before the Local Plan EIP. It is anticipated that many of the large scale infrastructure requirements will be funded from a Growth Bid submitted by JLR.</p>

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
		Festival island (Coventry) and the A46/Stoneleigh Road junction <ul style="list-style-type: none"> <li>• Enhancement to Stivichall bypass/London Road bypass junction</li> <li>• New roundabout at junction of Bubbenhall and Stoneleigh Roads.</li> <li>• New bus route with high quality infrastructure and frequent services between Coventry City Centre and site.</li> <li>• Extensive improvements to off-site footpaths and cycleway links.</li> <li>• Measures to restrict traffic from the site entering/exiting along Rowley Road/Bubbenhall Road.</li> </ul>									A further package of funding directly attributable to the Whitley South planning application will also be available subject to the successful grant of the consent (currently being considered by the Secretary of State).  )
T15	<b>Transport Infrastructure: South of Coventry Area</b>										Warwickshire County Council will be developing a proposals for this locality.  It is anticipated that this work will be completed over the summer of 2016 (in advance of the Local Plan EIP).
	Details to be added to the transport appendix by WCC	A46/ Stoneleigh Road and Dalehouse Lane roundabout - Implementation of a scheme which utilises the existing bridge for the southern section of a new grade separated priority roundabout. Larger access junctions to the Kings Hill site via more significant junction arrangements. Widening to two lanes for majority of Stoneleigh Rd eastbound between Kings Hill Lane and Dalehouse Lane.	1	£20,000,000						£20,000,000 potential from Growth Deal 1 monies is likely to be targeted to this major junction improvement	
	<b>Transport Infrastructure Total</b>			<b>£94,040,000</b>	<b>£10,140,000</b>	<b>£24,500,000</b>		<b>£34,640,000</b>	<b>£6,100,000</b>	<b>£46,300,000</b>	*Total transport finance from S106 thus far £17,500,000 – includes footpaths, highways / cycleways, travel packs and public buses.

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
	Telecommunications										Refer to appendix 1
	Utilities: Electric and Gas										Refer to appendix 1
	Utilities: Water and Sewage										Refer to Appendix 1
	Utilities: Waste										
W1	Household Waste and Recycling	Redesign of existing household recycling facilities to accommodate population increase.	2	£575,000	£460,000			£460,000	£115,000		
	Waste: Sub Total			£575,000	£460,000	£0		£460,000	£115,000		
	SOCIAL INFRASTRUCTURE										
	Education: Primary Schools								£39,000,000		*Note: Education contributions from S106 currently stand at £39,000,000 This is to be utilised for all types of school requirement.
E1a	New Primary Schools	Heathcote Primary School (1 x 2 form)	1	£3,500,000		£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.		*Land secured through S106 Planning permission given and construction team now on site. The school is due to open at one form of entry (i.e. 30 pupils per year group) in September 2017. The school will then expand as demand requires. The school will not admit in all year groups initially although this will be kept under review. Safe school zone (a signalised/ toucan pedestrian crossing)on Harbury lane required in parallel with this project.
E1b	New Primary Schools	Grove Farm (Oakley Grove) Primary School (1 x 1 form)	1	£3.400,000		£3.400,000		£3.400,000		Expect this to be	*Land secured / identified through S106

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					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
										provided as part of the Free School initiative. Probable forward funding by the Education Funding Agency.	To be funded through S106 Note – Gallows Hill contribution of £1,694,000 to this primary school On-going discussions with the developer has enabled the provision of additional land should this be required. This will enable the proposed school to be built to 2 forms of entry.
E1c	New Primary Schools	Myton / West of Europa Way (1 x 2 form)	1	£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. Assumed existing S106 contributions will cover this	*Location to be adjacent Myton School details being developed through master planning arrangements  Exact location yet to be determined
E1d	New Primary Schools	Whitnash East / South Sydenham (1x 1 form)	1							Will be funded as a free school if required	Possible location of a free school if required.
E1e	New Primary Schools	Thickthorn school (1x1 form) - located at Thickthorn.  The increased number of	1	£6,000,000		£6,000,000		£6,000,000		Expect this to be provided as part of the Free School	*WCC will negotiate land requirements and financial contributions as part of the planning process. In all cases there will be an aspiration for new provision to be built in

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
		<p>dwelling associated with further allocations in the Kenilworth area will also create the need for further new primary provision.</p> <p>This could be through primary / secondary facility at secondary facility at Southcrest Farm.</p> <p>The expansion of an existing primary school in the Kenilworth area may also be given consideration.</p>								<p>initiative. Probable forward funding by the Education Funding Agency.</p> <p>Expansion of existing schools will need to be funded through Developer contributions</p>	<p>such a way there is provision to expand longer term, hence allowing sustainability.</p> <p>Current policy requires the new schools to be Free Schools.</p>
E1f	New primary Schools	<p>Kings Hill Allocation - (based on 2000 dwellings) 1x 2 form entries.</p> <p>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)</p>									<p>Estimated pupil yield for 4000 dwellings suggests the need for 5 forms of entry at primary school age.</p> <p>The pattern of provision is still to be determined although the possibility of a primary / secondary all through school is being discussed.</p> <p>Discussions have taken place with Coventry City Council to ensure we don't over provide places and put existing schools at risk.</p> <p>Discussions have confirmed that there is no surplus capacity of school places in the neighbouring part of Coventry.</p> <p>It is difficult to estimate costs until a solution for the</p>

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
											provision of places is identified.
EIg	Primary School places	North of Milverton								Expansion of existing schools will need to be funded through Developer contributions	Delivery of 250 homes will not support the provision of a new school but will require the provision of additional school places somewhere within North Leamington. Planning will need to take account of the likely future total site size. In the event the allocation for 250 dwellings and the safeguarded land should be allocated by the Inspector a new primary school will be required at this location.
EIh	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.	Paid for by the Asps development S106
E2a	Expansion of existing schools (Whitnash)	Whitnash Primary School – 0.5 form entry additional capacity	1	£1,500,000		£1,500,000		£1,500,000			
E2b	Expansion of existing school (Barford)	Development of additional capacity at Barford Primary School	1	£500,000		£480,000		£480,000	£20,000		Expansion has been forward funded by WCC with S106 contributions being collected as appropriate.  The expansion to 1 Form of Entry will still allow the possibility of children from outside the priority area being able to secure a place at the school (i.e. it allows for some 'spare' capacity)

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
	Expansion of existing school (Budbrooke)	Budbrooke to be expanded from 1.5 form entry to 2 form entry to cater for additional demand in the vicinity(Hampton Magna / Hatton Park)		£1,500,000		£1,500,000		£1,500,000			<p>Budbrooke Primary School is now managed by the Community Academies Trust.</p> <p>The Trust and the Local Authority work closely together and there is still an aspiration for the school to expand to 2 forms of entry.</p>
E3	Village schools	<p>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:</p> <ul style="list-style-type: none"> <li>• Bishops Tachbrook</li> <li>• Cubbington</li> <li>• Budbrooke</li> <li>• Lapworth</li> <li>• Radford Semele</li> <li>• Burton Green</li> <li>• All Saint's Leek Wootton</li> </ul>									<p>The need to maintain the viability of village schools is vital. Development in excess of Local Plan numbers will mean that it is no longer possible for WCC to provide local school places.</p> <p>* Developers have been required to contribute towards the cost of school places elsewhere as well as a contribution towards home to school transport costs.</p>
	<b>Primary Schools - Sub Total</b>			<b>£25,300,000</b>		<b>£25,280,000</b>		<b>£25,280,000</b>	<b>£20,000</b>		
	<b>Education: Secondary Schools</b>										
	South of Warwick Sites (Overview)										<p>The delivery of additional secondary school places will be delivered through a phased approach.</p> <p>The first phase will see the expansion of Campion School and discussions are taking place between the Academy and the Local Authority.</p>



	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
											<p>Phase 2 is likely to see the provision of a new free school on reserved land.</p> <p>We are aware that The Trinity School has expressed an interest in changing their existing offer and this will be a consideration.</p> <p>Discussions will continue with all existing providers.</p>
E4	South of Warwick: Southern Sites	See above	1	To be quantified							<p>*Additional Land secured through S106. Note Myton expansion project (if required) to be funded by Section 106</p> <p>Note: Asps contribution is now relevant to this matter:- £3,100,000 contribution towards the cost of expanding existing secondary schools , Further £650,000 towards post 16 educational requirements.</p> <p>Note Gallows Hill to contribute £1,900,000 towards secondary school accommodation at or adjacent to Myton School. (Both of the above are included in the 'global' total of £39,000,000) detailed at the head of this section of the IDP.</p>
E5	Whitnash East	Expansion of Campion School	1	£8,150,000		£8,150,000		£8,150,000			The cost estimate is for the whole expansion costs and not just those associated with Whitnash East.

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					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
E6	Kenilworth	<p>There is an aspiration for Kenilworth School to relocate both of the existing school sites on to one new site at Southcrest farm. This is supported by both Warwick District Council and Warwickshire County Council.</p> <p>Potential to co-locate primary school on this site</p>	1	£38,200,000		£7,600,000		£7,600,000		<p>Note: - A significant contribution may come from existing school site land sales.</p>	<p>*Scheme being investigated –</p> <p>Development of an all through (11-18) Kenilworth School in place of the current split site Kenilworth School should not solely be funded by Developer contributions as the scheme is not the result of increased pupil numbers.</p> <p>The proposed growth within Kenilworth Town requires the need for expansion of provision at Kenilworth School.</p> <p>The proposed development at Kings Hill will require its own secondary provision.</p>
E7	Kings Hill Allocation	<p>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.</p>		To be quantified							<p>The provision of 4,000 homes will require a minimum of 5 form of entry for education purposes.</p> <p>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.</p> <p>Provision will need to be funded from developer contributions and possible forward funding from EFA as part of the provision of free</p>

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
											schools.
E8	North of Milverton / Blackdown / Stoneleigh Road allocations	Expansion of existing school provision, possibly North Leamington and / or The Trinity School		To be quantified							
E9	Other Sites	Accommodated in existing / expanded schools, this will require additional consideration regarding existing schools in relation to the Westwood Heath Allocation- capacity of schools in Coventry will be a particular consideration.	2	To be quantified	£2,500,000			£2,500,000			
	<b>Secondary Schools Sub Total</b>			<b>£46,350,000</b>	<b>£2,500,000</b>	<b>£15,750,000</b>		<b>£18,250,000</b>			
	<b>Education(other) : 0-5 Provision</b>										
E10	District-wide facilities	Contribution to improvement and expansion of existing facilities – details to be confirmed	2	£1,170,000	£1,170,000			£1,170,000	Asps contribution 408,600	Asps - Preschool facility on site plus contribution of £408,600	<p>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.</p> <p>This cannot be guaranteed however as the Free Schools agenda rolls out and WCC have less control.</p> <p>WCC will continue to seek pre-school contributions from developers to ensure a sufficient supply of pre-school provision.</p>

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					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
	<b>Education: Special Educational Needs Provision</b>										
E11	District-wide facilities	Contribution to improvement and expansion of existing facilities – details to be confirmed	1	£1,340,000	£1,340,000			£1,340,000	Asps £168,300 towards SEN requirements		Wherever possible WCC will look to support a child attend their preferred school through adaptations to existing schools.  S106 contributions will be collected from developers to ensure that this can continue.
	<b>School Transport</b>										
E12	Contribution to school transport			£1,870,000	£1,020,000	£850,000		£1,870,000			Requests in support of home to school transport costs will be made if excessive development takes place within villages and local school places cannot be provided e.g. Radford Semele
	<b>Education Other : Sub Total</b>			<b>£4,380,000</b>	<b>£3,530,000</b>	<b>£850,000</b>		<b>£4,380,000</b>	<b>£576,900</b>		
	<b>EDUCATION TOTAL</b>			<b>£76,030,000</b>	<b>£6,030,000</b>	<b>£41,880,000</b>		<b>£47,910,000</b>	<b>£596,900</b>		
	<b>Health: Acute and Community Health Services</b>		<p>The Health Trust proposes to meet infrastructure requirements through development projects, including new wards, inpatient facilities, outpatient clinic suites, associated diagnostic and intervention facilities and support service infrastructure at the Trust's hospital sites.</p> <p>Note £977,000 to go to acute healthcare from the Asps</p> <p>Gallows Hill will deliver £476,550 for acute healthcare provision</p> <p>Note above figures are incorporated in the overall WDC S106 total</p>								

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
											*Total agreed S106 (thus far) for hospital provision - £5,800,000
H1	Warwick Hospital	First ward block at the Warwick Hospital site – the main provider of acute hospital services.	1	£12,000,000		£4,000,000		£4,000,000	£4,000,000 SDC	£4,000,000 NHS	<p>*Delivered but forward funded – money recouped from WDC/SDC developer contributions.</p> <p>£6,000,000 overall available from S106 agreements in Warwick District thus far</p> <p>£977,000 to go to acute healthcare from the Asps</p> <p>Gallows Hill will deliver £476,550 for acute healthcare provision</p> <p>Note above figures are incorporated in the overall WDC S106 total</p>
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	2	£12,000,000	£2,000,000	£2,000,000		£4,000,000	£4,000,000 SDC	£4,000,000 NHS	Section 106 costs from WDC/SDC

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					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
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 NHS	Development underway – anticipated completion 2017  S106 apportionment to be shared with Stratford District Council
	<b>Health – Hospital Sub Total</b>			<b>£64,000,000</b>	<b>£10,500,000</b>	<b>£6,000,000</b>		<b>£16,500,000</b>	<b>£16,500,000</b>	<b>£31,000,000</b>	
	<b>Health: GP Services</b>										*Total currently achieved through S106 £2,650,000 Note CCG currently being asked to 'refresh' list of requirements if necessary
H4	Warwick: Southern Sites	A new 5 GP medical centre to be provided land at Myton/ West of Europa Way	1	£2,900,000		£2,900,000		£2,900,000			*Site being identified through detailed through detailed planning negotiations.  Funds committed/ to be made available through S106 agreements.
H5	Warwick Gates medical centre	Expansion / additional works to improve existing medical centre		£115,000		£115,000		£115,000			Note £113,000 of S106 finance will fund these additional works to the existing surgery at Warwick Gates
H6	Kenilworth	Expanded medical facilities to meet the needs of additional development.	1	£140,000		£126,000		£126,000	£14,000		

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
H7	Whitnash / Sydenham / Radford Semele	Expansion of existing medical centre - potentially Croft Medical Centre	1	£95,000		£73,000		£73,000	£22,000		
H8	Lillington / Cubbington	Extension to Cubbington Road Surgery	1	£40,000		£40,000		£40,000			
H9	Urban Sites	Combining of existing practices		£400,000	£360,000			£360,000	£40,000		
											It should be noted that due to a change in responsibilities in the health sector the District Council is currently discussing a review of primary healthcare requirements with the CCG. Necessary requirements may involve a combination of initiatives involving collaborative working between groups of surgeries to provide more effective services to the public as well as new ways of delivering services including greater use of IT. This may be combined with necessary physical enhancements to existing GP surgeries (where necessary / possible). Confirmation of the CCG's preferred / precise strategy is still required.
	<b>Health - GP Sub Total</b>			<b>£3,690,000</b>	<b>£360,000</b>	<b>£3,254,000</b>		<b>£3,614,000</b>	<b>£76,000</b>		
	<b>HEALTH TOTAL</b>			<b>£67,690,000</b>	<b>£10,860,000</b>	<b>£9,254,000</b>		<b>£20,114,000</b>	<b>£16,576,000</b>	<b>£31,000,000</b>	
	<b>Indoor Sports Facilities: Sports Halls and Swimming Pools</b>										*£3,100,000 identified in Southern sites S106's
ISF 1	Improvements to sports hall and swimming pools	Refurbishment and expansion of swimming pools, sports halls and gym facilities in Kenilworth, Leamington and Warwick. This is required partly as a result of population growth:		£24,000,000 (Total)  Phase1 (Newbold Comyn and		£500,000			£2,000,000 Sport England  £9,500,000 WDC		Works to redevelop Newbold Comyn and St Nicholas Park Leisure centres are underway.

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
		<ul style="list-style-type: none"> <li>a deficit of 6.5 badminton courts in total</li> <li>by 2022 swimming pools will be full. Therefore there is a need to modernise, increase the capacity of the swimming pools (plus 35sq m pool area) and improve the changing and circulation areas to improve the quality of the swimming pools. Indoor fitness stations need enhancing / additional 61-138 stations)</li> </ul>		St Nicholas centres)- £12,000,000  Phase 2 – (Abbey Fields / Castle Farm) £12,000,000	£2,600,000	£2,600,000		£5,200,000		Sport England / WDC	
	<b>Indoor Sports: Sub Total</b>			<b>£24,000,000</b>	<b>£2,600,000</b>	<b>£2,600,000</b>		<b>£5,200,000</b>	<b>£11,500,000</b>		
	<b>Cultural Facilities: Library Services</b>										*£175,202 identified in Southern sites s106's
CU1	Contributions to Library Service	IT and stock purchases to support growth in population.	2	£155,000		£155,000		£155,000			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.
	<b>Cultural Facilities: Arts and Culture</b>										
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	



	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
										theatre site 0	
	<b>CULTURAL FACILITIES TOTAL</b>			<b>£5,355,000</b>	<b>£4,200,000</b>	<b>£155,000</b>		<b>£4,355,000</b>		<b>£1,000,000</b>	
	<b>Emergency Services</b>										*£950,000 identified in Southern sites S106's for police infrastructure
ES1	Police: Custody Suite	12 additional cells needed	2	£505,000	£505,000			£505,000			
ES 2a	Police: Safer Neighbourhood Team Police Office	Additional offices at Europa Way	1	£450,000		£450,000		£450,000			
ES 2b	Police: Safer Neighbourhood Team Police Office	Additional office at Lower Heathcote Farm		£450,000		£450,000		£450,000			
ES 2c	Police: Safer Neighbourhood Team Police Office	Additional office at Thickthorn		£450,000		£450,000		£450,000			
ES2 d	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)							Additional office at Asps plus fitting out met in Asps obligation.		
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	2	£500,000	£500,000			£500,000			
ES4	Ambulance Service	The service has undertaken a recent premises review. They have no further premises requirements during the Plan Period	N/A	£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

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
											all new public buildings either through direct provision of the payment of a financial contribution. (Approx cost per defib is £1,500)
ES5	Leamington Fire Service Delivery Point	New facility to the south of Warwick/Leamington to provide a staffed facility to meet the changing demands of the Fire and Rescue Service.	1	£2,000,000				£0			This has been delivered by WCC on land at Aston Martin Lagonda.
ES6	Kenilworth Fire Service Delivery Point	New facility in accessible location (potentially close to Thickthorn roundabout) to meet the changing demands of the Fire and Rescue Service..	1	£2,000,000				£0			*Note: assumed not to be funded by developer contributions  The provision of land on proposed development needs to be considered.
				£6,355,000	£1,005,000	£1,350,000		£2,355,000			
	<b>Community Facilities</b>										
CF1	Warwick: Southern Sites Community Centre	New Community Centre, including 1 year start-up costs	1	£1,210,000	£960,000			£960,000	£250,000		
CF1	South of Harbury Lane Community Centre	New Community Centre, including 1 year start-up costs	2	£1,210,000	£1,210,000			£1,210,000			
CF2	Kenilworth: Thickthorn Community Centre	New Community Centre, including 1 year start-up costs	1	£1,210,000		£1,210,000		£1,210,000			
	<b>Village Infrastructure</b>										

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
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.									
				£3,630,000	£2,170,000	£1,210,000		£3,380,000	£250,000		
	<b>GREEN INFRASTRUCTURE</b>										
	<b>Country parks and Strategic Green Infrastructure</b>										
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.	1	£2,300,000		£2,300,000		£2,300,000			*£2,046,720 identified in Southern sites S106's- the majority of the land required.  Plus land requirement  Negotiations regarding Severn Trent land underway.
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,	2	£2,800,000	£2,800,000			£2,800,000			Delivery of this may be subject to prioritisation of available CIL resources later in the plan period.

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
		links to wider countryside, and ecological areas. Costs include maintenance and management for 13 years									
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	£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
	Whitely South	Provision of a country park									
GI4	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	2	£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
GI5	Biodiversity Maintenance			To be quantified							Delivery of this may be subject to prioritisation of available CIL resources later in the plan period
	<b>Green Infrastructure Total</b>			<b>£12,400,000</b>	<b>£10,100,000</b>	<b>£2,300,000</b>		<b>£12,400,000</b>			
	<b>Open Spaces</b>		A fuller assessment of the financial implications / requirements for open spaces will be forthcoming (June/July 2016) and will also embrace the additional housing / consequence of the modifications to the Local Plan. The PPM (preventative plan maintenance) study will inform a review/ refresh of the financial implications for open spaces.								
GI6	Improvements to Destination	Improvements to the District parks which have a key strategic role in the	1	£3,170,000	£3,170,000			£3,170,000			*£730,994 set out in Southern sites S106's thus far

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
	and District scale parks	provision of open space in the District. This includes footpath improvements									
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	1	£2,000,000		£2,000,000		£2,000,000			*Being specified in planning applications - £140,000 for play equipment in Southern sites S106'S thus far
GI8	Open Space Maintenance	Maintenance agreements to cover costs for 13 years.	1								*Normally calculated at point the open space is adopted using formula x 13 years
GI9	Footpath connections	Enhance links in to countryside from new developments and beyond. To be specified in planning applications		£150,000	£83,000	£67,000		£150,000			Public rights of way enhancement at the Asps
	<b>OPEN SPACES TOTAL</b>			<b>£5,320,000</b>	<b>£3,253,000</b>	<b>£2,067,000</b>		<b>£5,320,000</b>			
	<b>Playing Pitches</b>		<p>It is intended that reviews of the Sports Pitches Strategy will take place throughout the Local Plan period (involving representatives of the National Governing Bodies of the main sports). This will review and refresh this data set. A review is intended/ programmed in advance of the Local Plan Examination.</p>								<p>*£408,000 set out in Southern sites S106's for outdoor sports facilities thus far</p> <p>Asps:- 3 new sports pitches to be provided on site</p> <p>£25,650 to come from Gallows Hill for outdoor playing facilities pitches (resurfacing St Nicholas Park artificial pitch).</p>
GI 10	Football Pitches	Requirement for 5 additional full size pitches and 4 mini pitches across the District		£1,590,000	£1,200,000	£390,000		£1,590,000			

	Infrastructure Type / Project	Project Detail	Scheme Grading	Total Cost New Estimate	Estimate of Funding Type			Total CIL / s.106 / s.278	Estimate of Other Funding		Update and Progress
					CIL	s.106	s.278		Other Committed Funding	Other Potential Funding	
GI 11	Cricket Pitches	Expansion of club infrastructure to increase adult cricket by 5 teams and 9 additional junior teams		£725,000	£650,000	£75,000		£725,000			
GI 12	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		£870,000			
GI 13	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	£540,000	£60,000		£600,000			
	<b>Playing Pitches Sub Total</b>			<b>£3,785,000</b>	<b>£3,140,000</b>	<b>£645,000</b>		<b>£3,785,000</b>			
	<b>Monitoring Fees</b>										
M1	S106 and CIL Monitoring	Resource to manage and monitor Section.106 and CIL for 10 years		£750,000		£750,000		£750,000			*£261,000 in Southern sites S106's thus far
	<b>Monitoring - Sub Heading</b>			<b>£750,000</b>		<b>£750,000</b>		<b>£750,000</b>			
	<b>TOTAL</b>			<b>£299,930,000</b>	<b>£53,958,000</b>	<b>£86,711,000</b>		<b>£140,669,000</b>	<b>£35,137,000</b>	<b>£78,300,000</b>	

## **Appendix A – Other Issues/ Strategies related to the IDP**

### Multi Modal Transport Considerations

1. Pedestrians and cyclists. The District Council is aware of the WCC draft Cycleway Strategy that is currently emerging and will be keen to use this to guide the strategic improvements that it will prioritise for the cycling network across the District. The IDP currently picks –up many of the cycle route and pedestrian / footpath requirements through the Corridor approach (appendix A), examples of this are in the Europa Way corridor and the Kenilworth to Leamington corridor.
2. Bus Infrastructure (General), previous iterations of the IDP set out a requirement for monies to be utilised for bus services and infrastructure. Much of this finance was however ‘double counting’ as the detailed schemes for the corridors took account of bus infrastructure and service provision.
3. Park and ride at Asps – the previous version of the IDP set out a requirement for funding to provide a park and ride south of Warwick and Leamington. A facility is now intended to be provided by the developers at the Asps south of Warwick/ Leamington and the details a 500 space facility. The implementation / on – management programme for this is contained in an agreement that has been overseen/ agreed with Warwickshire County Council. It should be noted that a further park and ride facility is anticipated north of Leamington Spa. This is itemised in the Kenilworth to Warwick Corridor and a revised corridor plan will reflect the area of search for this facility which is now set –out in the modifications to the Local Plan.
4. Rail Infrastructure. This is an important element (particularly for Kenilworth) where there is a fully funded DfT programme for the implementation of a new railway station. This involves the delivery of a £11m project (NUCKLE 2) that the County Council are overseeing.

### Other Issues

5. Utilities. The Council will be keen to ensure that the providers of gas, electricity and water and telecommunications (mains) services are kept abreast of the progress of the Plan and its delivery. It is anticipated that a dialogue with these providers will be ongoing throughout the plan period. Indications are that they will be able to cater for or plan arrangements in order to accommodate the additional housing and employment growth set –out in the plan.

6. Primary Healthcare. The Council continues to liaise with the CCG regarding the production of a definitive strategy for healthcare services in Warwick District. The Council has recently been informed that the CCG has completed a detailed audit of its current services and areas that will need further assistance as a consequence of new population growth. The Council is committed to working in partnership with the CCG in order that this baseline analysis can be worked-up into a detailed schedule of requirements and a strategy that will inform the IDP going forwards.



## **Appendix B – Transport Corridor Plans**

## Warwick District Local Plan – Transport Proposals in Key Corridors

### Introduction

The aim of this report is to bring together the findings from the Warwick District Strategic Transport Assessment and the work carried out by Atkins to develop an 'alternative approach' to transport in response to existing transport issues within the area and Local Plan growth proposals.

The structure of the report is focused on key travel corridors in Warwick and Leamington Spa. These corridors have been identified as the main corridors of movement in the towns and include journeys to/from the town centres and to/from the key employment and education locations. Proposals for Kenilworth are also set out.

The proposals are set out below for each of the main corridors/areas:

1. A452 Europa Way 'Sustainable Spine' Corridor
2. A452 Corridor (Leamington to Kenilworth)
3. Warwick - Leamington – Lillington (via Emscote Road)
4. Leamington South (including Tachbrook Road)
5. Warwick Town Centre to Heathcote via Gallows Hill
6. Warwick Town Centre to Leamington (via Myton Road)
7. A429 Coventry Road, Warwick
8. A425 Birmingham Road, Warwick
9. A429 Stratford Road, Warwick
10. Strategic Corridor Improvements
11. Kenilworth Improvements

Further feasibility and investigation will be carried out to determine the exact form of proposals. However all schemes identified are within land owned by WCC or developer owned land and are generally accepted mitigation strategies for transport.

### 1. A452 Europa Way 'Sustainable Spine' Corridor

The A452 Europa Way corridor is the key route from the M40 into Leamington Spa and Warwick and serves as a gateway to both towns. The proposed development sites located to the east and west of Europa Way will create a demand for the route to be used for local access to the town centre as well as a need to access employment and retail opportunities to the east of Europa Way.

The transport improvements proposed along the corridor will enable this key gateway to be transformed into a 'sustainable spine', improving opportunities to access Leamington Spa and Warwick by sustainable modes. Key elements include:

- increased highway capacity along the route from the M40 J14 to Europa Way / Myton Road roundabout offering the opportunity for dedicated bus lanes and for the investigation of High Occupancy Vehicle (HOV) lanes to be introduced along this route;
- a Park & Ride site at the southern end of the route in the vicinity of the A452 Heathcote roundabout. This would serve both Leamington and Warwick town centres using a combination of existing and enhanced bus services funded from the new development in this area. The intention is for the Leamington service to route via the distributor road of the new development, with bus priority measures provided on route to the town centre (via Leamington rail station);
- a segregated cycle route along Europa Way with a number of access points into the new housing development site to the west of Europa Way and to the Shires Retail Park and employment areas to the east of Europa Way (Tachbrook Business Park, Queensway Trading Estate and Heathcote Industrial Estate);
- an internal and external network of pedestrian and cycle routes from the south Leamington development sites, improving connectivity from the site to Leamington and Warwick town centres and improving east–west cycle links across south Leamington and Warwick at crossing points along Europa Way (including a new pedestrian/cycle bridge linking the proposed Myton Garden development and existing National Cycle Network with the Shires Retail Park and improved onward cycle connections to Warwick Gates via Tachbrook Park Drive).

Further details of the transport proposals are included in Table 1 below. A plan with an overview of the proposals is included in Figure 1. Park and Ride proposals and cycle proposals in the corridor are included in Figures 2a, 2b and 3 respectively.

**Table 1. A452 Europa Way ‘Sustainable Spine’ Corridor proposals**

Junction / highway modifications	Walking and Cycle improvements
<ol style="list-style-type: none"> <li><b>Europa Way from the M40 J14 to Europa Way / Myton Road roundabout</b> – dualling (with scope to introduce dedicated bus lanes and investigation of use for High Occupancy Vehicle lanes)</li> <li><b>A452 Greys Mallory Roundabout</b> – signalisation</li> <li><b>A452 Heathcote Roundabout</b> - additional widening of approaches and signalisation of at least four of the five entry arms</li> <li><b>A452 Shires Retail Park Roundabout</b> – signalisation of roundabout and introduction of a new link across the centre of the junction to increase the capacity of the north-south movement (including bus priority)</li> <li><b>A452 Europa Way/Myton Road Roundabout</b> - signalised junction with all entry approaches widened (includes queue detector loops for buses)</li> </ol>	<ol style="list-style-type: none"> <li><b>Segregated cycle route along Europa Way</b> with a number of access points into the new housing development site to the west of Europa Way and to the Shires Retail Park and employment areas to east of Europa Way (Tachbrook Business Park, Queensway Trading Estate and Heathcote Industrial Estate).</li> <li><b>An internal and external network of pedestrian and cycle routes</b> from the south Leamington development sites. External links to the following will be required: <ul style="list-style-type: none"> <li>The schools on Myton Road;</li> <li>Warwick Town Centre;</li> <li>Warwick Technology Park;</li> <li>The employment areas to the east of Europa Way (Tachbrook Business Park, Queensway Trading Estate and Heathcote Industrial Estate);</li> <li>Shires Retail Park;</li> <li>Ford Foundry site (Morrisons);</li> <li>Leamington Spa Town Centre;</li> <li>Leamington Spa Rail Station; and</li> <li>Warwick Gates and Whitnash.</li> </ul> <p>Where possible, these links should maximise use of the existing pedestrian/cycle network, in particular the facilities on Myton Road, Old Warwick Road, Queensway the Grand Union Canal towpath and the Banbury Road/Heathcote Lane/Gallows Hill route which serves Warwick Technology Park and Warwick Gates</p> </li> </ol>
Park & Ride / Bus priority	Behavioural change measures
<ol style="list-style-type: none"> <li><b>Southern Park &amp; Ride</b> facility in the vicinity of A452 Heathcote roundabout serving Leamington Spa and Warwick</li> <li><b>Bus priority measures</b> to support the proposed southern Park and Ride facility towards Leamington Spa: <ul style="list-style-type: none"> <li>Bus lane on Europa Way dualled section from junction with Harbury Lane to Shires Retail Park Roundabout;</li> <li>Bus loop detectors at the exit of the Park and Ride site onto Europa Way;</li> <li>Bus lane northbound along the Europa Way as far as the junction of Gallows Hill/Heathcote Lane;</li> <li>Bus priority along Gallows Hill at the junction of the Myton Gardens development site distributor road (to facilitate right and straight on bus movements);</li> <li>Bus lane on the exit from the Land west of Europa Way development site northbound, with a bus gate to provide access onto the A452 Europa Way. Bus loop detectors for the reciprocal movement from the A452 Europa Way south into the Land west of Europa Way development;</li> <li>Bus lane northbound around the western edge of the Shires Retail Park roundabout, with corresponding southbound bus lane provided as part of the hamburger design through the centre of the roundabout;</li> <li>Bus detector loops on each approach to the main access to the Ford Foundry development (Morrisons);</li> <li>Queue detector loops on all approaches to the proposed Old Warwick Road/ Lower Avenue/Spencer Street/Bath Street gyratory system; and</li> <li>Bus detector loops on the approaches to all three main junctions on the Parade (Regent Street, Warwick Street and Clarendon Avenue)</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>In order to reinforce the investment in public transport, walking and cycling described in this table, the County Council would expect to see the parallel deployment of a range of behavioural measures (also known as Smarter Choices) as part of the growth proposals across the District and to address existing issues in relation to the demand for travel.</li> </ol> <p>Examples of such measures include:</p> <ul style="list-style-type: none"> <li>Workplace Travel Plans (in respect of sites generating in excess of 100 jobs);</li> <li>Sustainable Travel Packs for new residents;</li> <li>Personalised travel planning;</li> <li>Travel awareness campaigns;</li> <li>Public transport information and marketing;</li> <li>Car clubs;</li> <li>Car sharing schemes; and</li> <li>Teleworking, teleconferencing and home shopping.</li> </ul>

Figure 1. Overview of Transport Proposals for A452 Europa Way 'Sustainable Spine' Corridor

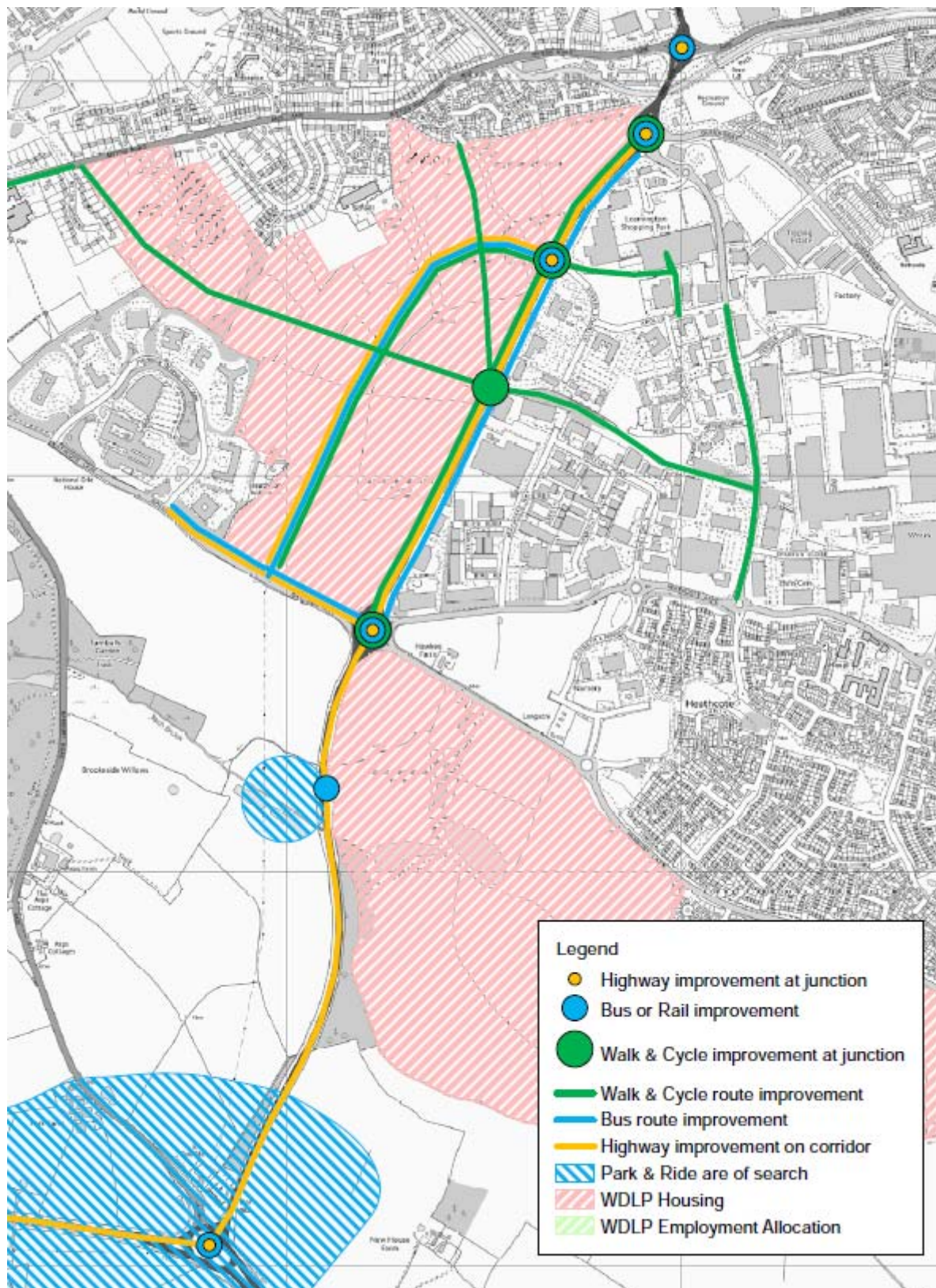




Figure 2a. Southern Park and Ride proposed route

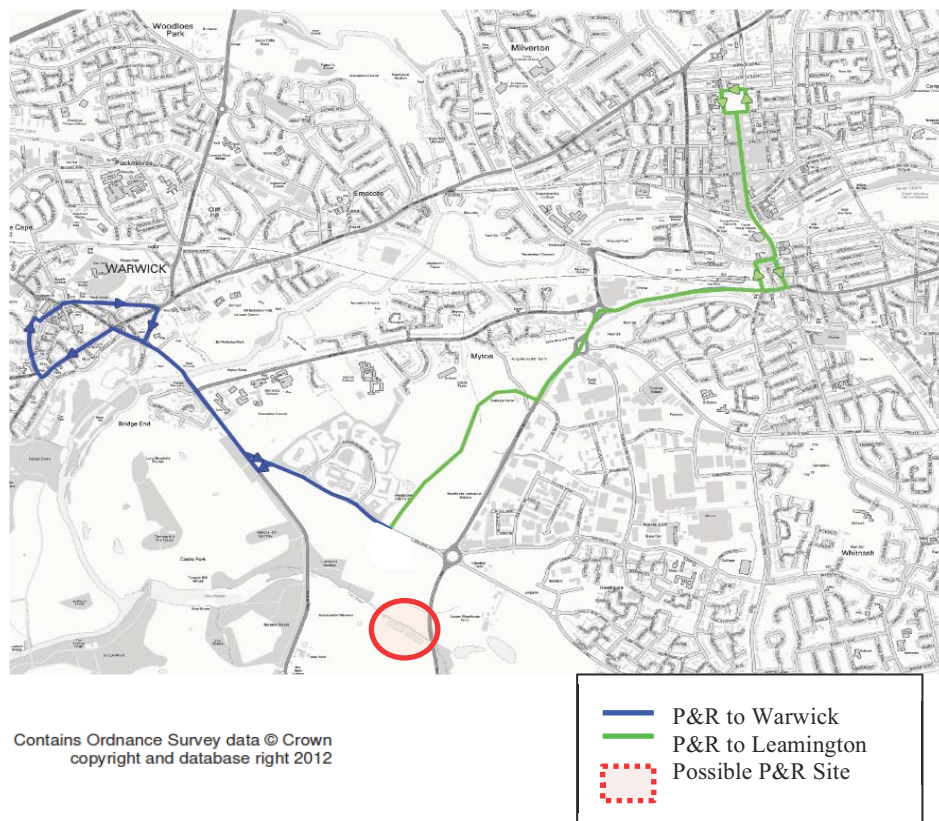
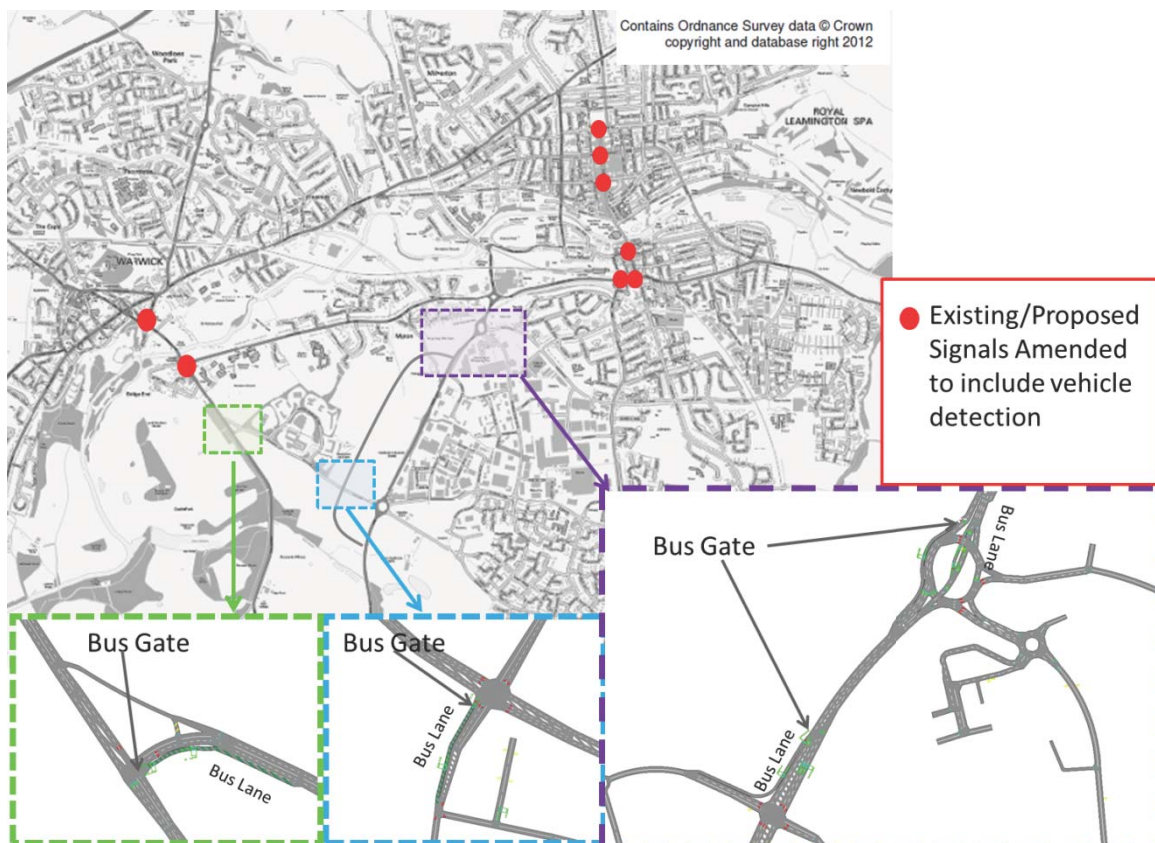
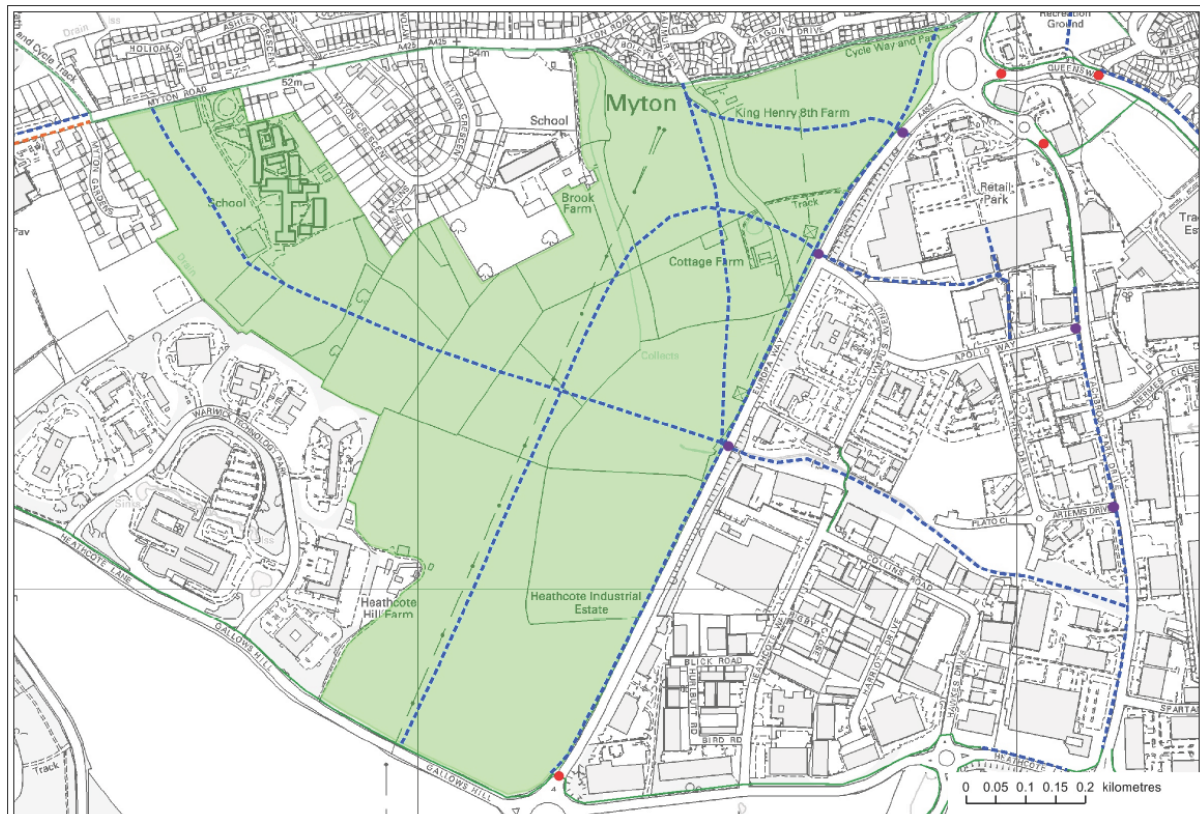





Figure 2b. Park and Ride Proposed Network Interventions



**Figure 3. Cycle network (existing and proposed) for A452 Europa Way 'Sustainable Spine' Corridor**



### Key

-  existing on-road
-  existing off-road
-  proposed on-road
-  proposed off-road
-  existing toucan crossing
-  proposed toucan crossing / bridge
-  Myton Gardens development area

## 2. A452 Corridor (Leamington to Kenilworth)

The A452 corridor to the north of Leamington is a key route from the A46 into Leamington Spa and Kenilworth, and serves as an important gateway to both towns. It also provides the only direct highway link between Kenilworth and Leamington Spa. As such, the corridor carries significant volumes of traffic throughout the day and particularly at peak times. Even with growth focussed to the south of Warwick/Leamington Spa, it is predicted that the A452 corridor north of Leamington will come under further pressure as a result of growth.

The transport improvements proposed along the corridor will substantially improve the sustainable transport options for travel along this corridor. Key elements include:

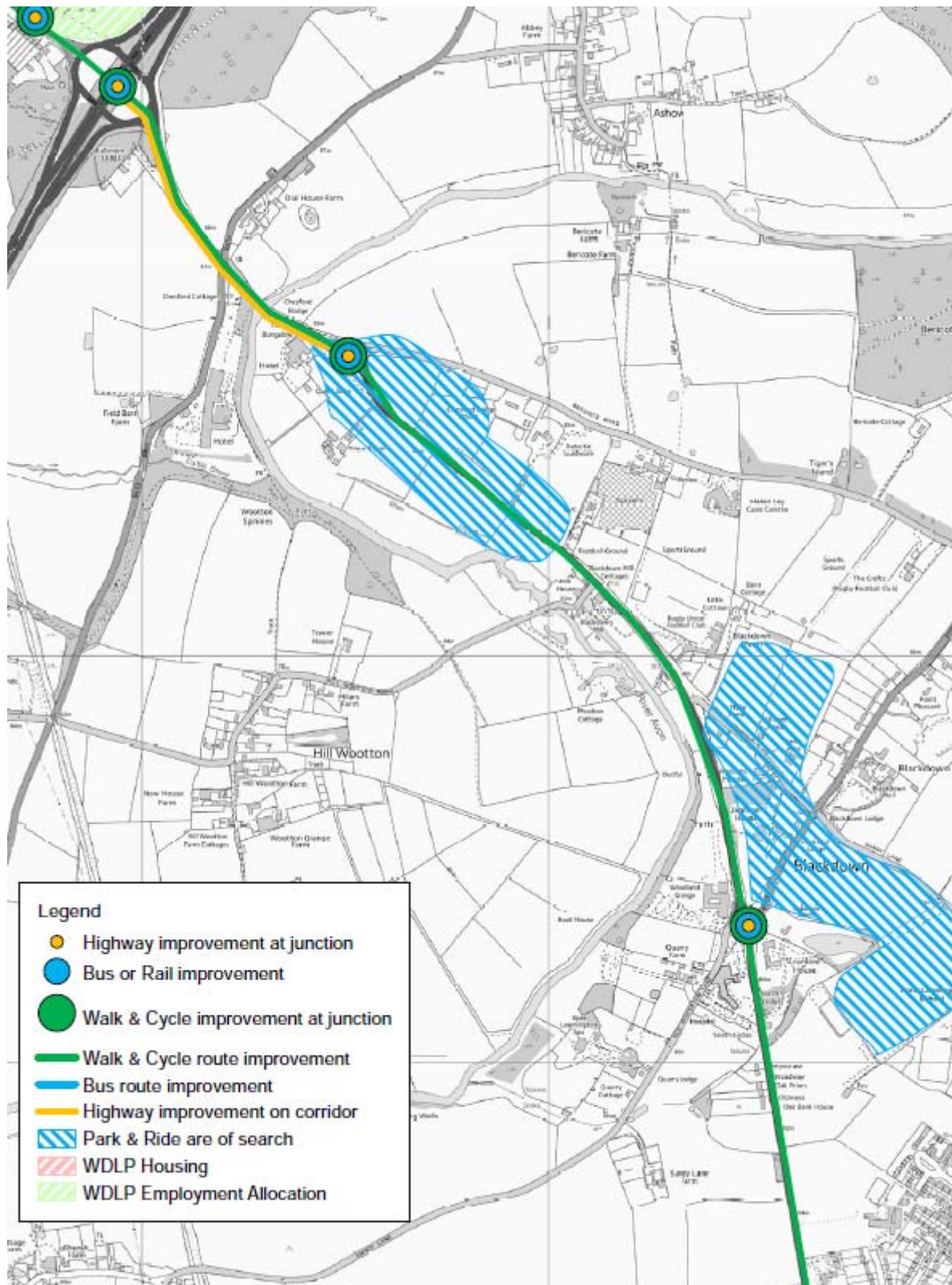
- a northern Park and Ride facility between the A46/A452 Thickthorn roundabout and the A452/B4113 Blackdown roundabout. It is anticipated that the facility would be served by some or all of the existing regular bus services which currently use this corridor, thus delivering a highly attractive frequency of service for users. This would be accompanied by bus priority measures along the route, particularly at key pinch points.
- a continuous cycle link between Kenilworth and Leamington (K2L) and provision of local onward connections.
- a new railway station is due to open in Kenilworth town centre in December 2016. This will provide regular half hourly direct rail services between Kenilworth and Leamington Spa.

**Table 2. A452 Corridor (Leamington to Kenilworth) proposals**

Junction / highway modifications	Walking and Cycle improvements
<ol style="list-style-type: none"> <li>1. <b>A452 Blackdown Roundabout</b> - four arm signalised cross-roads.</li> <li>2. <b>A452 Bericote Roundabout</b> - signalised roundabout, with the A452 southbound to Bericote Road eastbound movement separated out from the junction at an early stage (although the point at which the A452 meets Bericote Road is also signal controlled).</li> <li>3. <b>A452 Thickthorn Roundabout</b> – signalisation of four entry arms onto the junction. The carriageway either side of the bridges has been widened to 3 lanes with 2 lanes retained on the bridges. Recommended that the site access for the Thickthorn development is removed from the A452/A46 junction and repositioned to the North-West of the junction on the A452 Leamington Road between Thickthorn and St Johns. Dual carriageway links between the A46 Thickthorn grade separated signalised roundabout and Bericote signalised roundabout.</li> <li>4. <b>St Johns Gyratory, Kenilworth</b> - Proposals for this junction are in line with earlier proposals i.e. signalisation of the four entry arms onto the junction. Additional engineering will be required to ensure that the existing development which is located in the centre of the gyratory can be accessed satisfactorily.</li> </ol>	<p>K2L cycle route between Kenilworth and Leamington Spa. This will include cycle routes at the following junctions:</p> <ol style="list-style-type: none"> <li>1. <b>A452 Blackdown Roundabout</b> - Provision of Toucan crossing over B4113</li> <li>2. <b>A452 Bericote Roundabout</b> - Provision of Toucan crossing over Bericote Road to contribute towards development of proposed A452 Kenilworth to Leamington Spa cycle route</li> <li>3. <b>A452 Thickthorn Roundabout</b> - Provision of Toucan crossings over slip roads</li> <li>4. <b>St Johns Gyratory, Kenilworth</b> – cycle facilities incorporated into this scheme</li> </ol>
Park & Ride / Bus priority / Rail	Behavioural change measures
<ol style="list-style-type: none"> <li>1. Park &amp; Ride between the A46/A452 Thickthorn roundabout and the A452/B4113 Blackdown roundabout. Facility served by some or all of the existing bus services which currently use this corridor, thus delivering a highly attractive frequency of service for users. This would be accompanied by bus priority measures along the route, particularly at key pinch points.</li> <li>2. New rail station at Kenilworth with direct services between Kenilworth and Leamington Spa.</li> </ol>	<ol style="list-style-type: none"> <li>1. In order to reinforce the investment in public transport, walking and cycling described in this table, the County Council would expect to see the parallel deployment of a range of behavioural measures (also known as Smarter Choices) as part of the growth proposals across the District and to address existing issues in relation to the demand for travel.</li> </ol> <p>Examples of such measures include:</p> <ul style="list-style-type: none"> <li>• Workplace Travel Plans (in respect of sites generating in excess of 100 jobs);</li> <li>• Sustainable Travel Packs for new residents;</li> <li>• Personalised travel planning;</li> <li>• Travel awareness campaigns;</li> <li>• Public transport information and marketing;</li> <li>• Car clubs;</li> <li>• Car sharing schemes; and</li> <li>• Teleworking, teleconferencing and home shopping.</li> </ul>



Figure 4. Overview of Transport Proposals for A452 (Leamington to Kenilworth) Corridor







### 3. Warwick - Leamington – Lillington (via Emscote Road)

The corridor between Warwick and Leamington Spa via A445 Emscote Road provides one of two direct links between the two towns (the other being A425 Myton Road). As well as demand for travel along the route to access the destinations in the towns at either end, the corridor is also a destination in itself with a combination of residential, commercial and education uses.

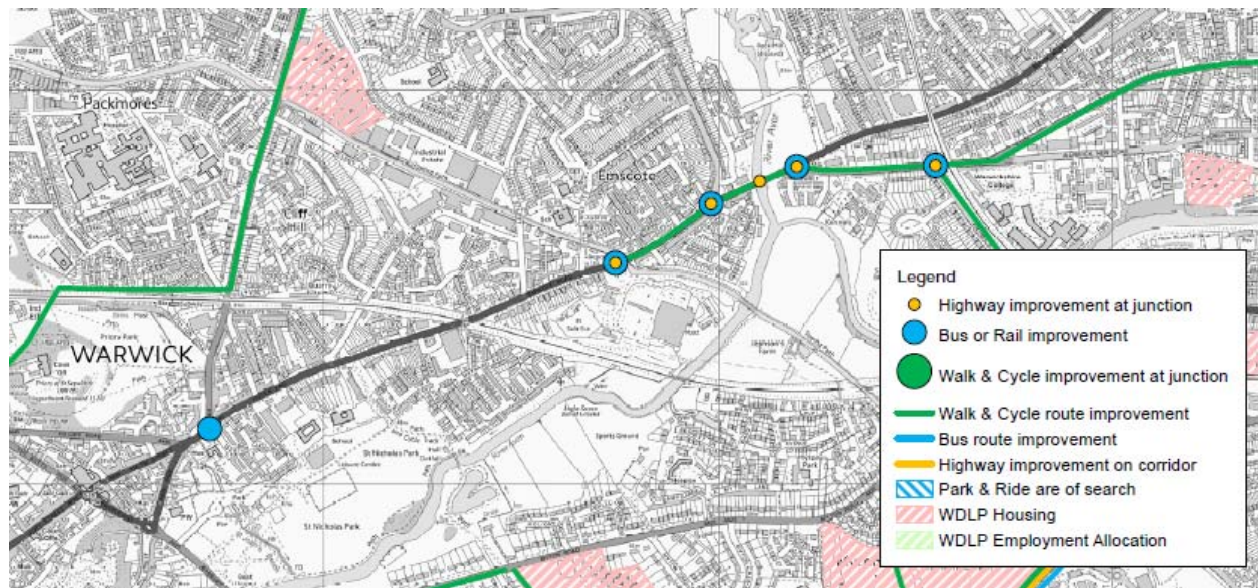
The transport improvements proposed along the corridor will substantially improve the sustainable transport options for travel along this corridor. Key elements include:

- Continuation of cycle provision to improve connections between Leamington and Warwick via Emscote Road
- Provision of bus priority measures along the route will be investigated, particularly at key pinch points
- highway and junction improvements, including widening of Portobello Bridge and signalisation of Princes Drive /Warwick New Road roundabout and Emscote Road/Greville Road junction

**Table 3. Warwick – Leamington – Lillington (via Emscote Road)**

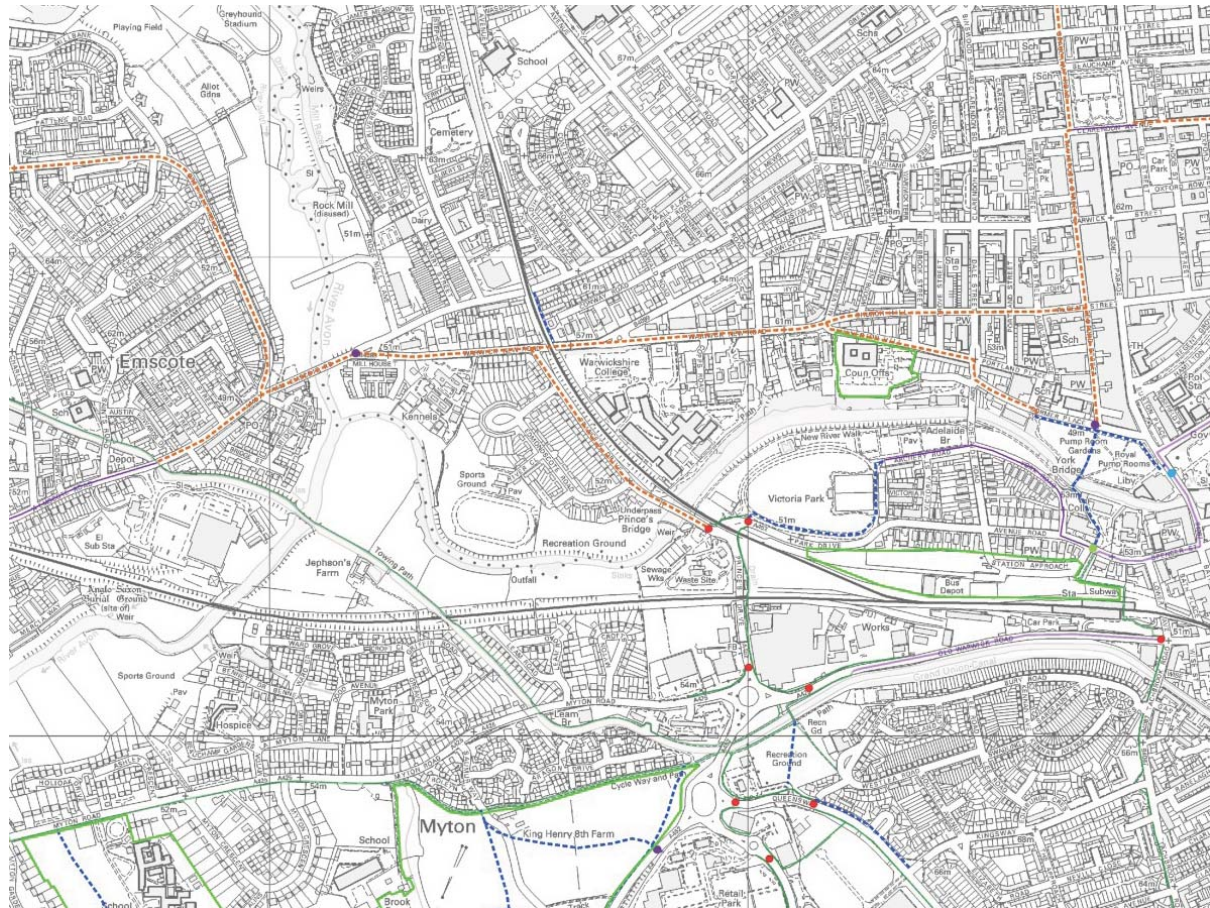
Junction / highway modifications	Walking and Cycle improvements
<ol style="list-style-type: none"> <li>1. <b>Princes Drive / B4099 Warwick New Road</b> - reconfiguration of the mini-roundabout to a signalised 3 arm priority junction.</li> <li>2. <b>A445 Rugby Road / B4099 Warwick New Road</b> – signal upgrade, including improvements for cyclists</li> <li>3. <b>A445 Portobello Bridge</b> – bridge replacement/widening</li> <li>4. <b>A445 Emscote Road/Greville Road</b> - signalisation of the junction. From the south the entry has been widened and marked out as 3 lanes. A right turn filter into Bridge Street is provided whilst two lanes can travel NB across the junction and merge back into one lane just west of the bridge. Bridge Street and Greville Road are signalised and Bridge Street is vehicle actuated. From the north there are two lanes in both directions between the junction and the bridge, one lane facilitates the movement of traffic straight across the junction whilst the other acts as an extended right turn lane from Emscote Road to Greville Road. Towards the back of this lane a queue detector has been included to prevent right turning traffic from blocking back onto the bridge.</li> <li>5. <b>A445 Emscote Road / Tesco junction</b> – investigate improvement of bus / cycle provision at the junction</li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Princes Drive/B4099 Warwick New Road</b> - Replacement of the existing mini-roundabout with a signal controlled junction will improve safety for cyclists. Cycle facilities (Advanced Stop Lines) will be incorporated into the scheme as appropriate and to contribute towards the development of the proposed Warwick – Leamington cycle route (via Emscote Rd / Warwick New Rd) and connection to the existing cycle facilities on Princes Drive south</li> <li>2. <b>A445 Rugby Road / B4099 Warwick New Road</b> – signal upgrade, including improvements for cyclists</li> <li>3. <b>A445 Portobello Bridge</b> – bridge replacement/widening incorporating on-carriageway cycle lanes in both directions and facilities for pedestrians</li> <li>4. <b>A445 Emscote Road / Greville Road</b> - signalisation of this junction will improve safety for cyclists. The scheme will incorporate cycling facilities (Advanced Stop Lines) as appropriate and contribute towards the development of the proposed Warwick to Leamington cycle route (via Emscote Road / Warwick New Road). Pedestrian crossing facilities will be provided as part of the scheme.</li> <li>5. <b>A445 Emscote Road / Tesco junction</b> – investigate improvement of bus / cycle provision at the junction (including access lane to cycle ASL)</li> <li>6. <b>St Nicholas Park / Myton Road / Myton Gardens / Europa Way</b> – improved link from Emscote Road to south of Leamington via existing St Nicholas Park / Myton Road off-road cycle route with new onward connections to Shires Retail Park, Heathcote Industrial Estate and Warwick Gates via the new Myton Gardens development</li> <li>7. <b>Warwick Station Link</b> – improved link between A445 Emscote Road and Warwick station via Broad Street, Guy's Cliffe Terrace and rear of Woodcote Road</li> </ol>
Park & Ride / Bus priority	Behavioural change measures
<ol style="list-style-type: none"> <li>1. Investigate provision of bus priority measures along the route, particularly at key pinch points</li> </ol>	<ol style="list-style-type: none"> <li>1. In order to reinforce the investment in public transport, walking and cycling described in this table, the County Council would expect to see the parallel deployment of a range of behavioural measures (also known as Smarter Choices) as part of the growth proposals across the District and to address existing issues in relation to the demand for travel.</li> </ol> <p>Examples of such measures include:</p> <ul style="list-style-type: none"> <li>• Workplace Travel Plans (in respect of sites generating in excess of 100 jobs);</li> <li>• Sustainable Travel Packs for new residents;</li> <li>• Personalised travel planning;</li> <li>• Travel awareness campaigns;</li> <li>• Public transport information and marketing;</li> <li>• Car clubs;</li> <li>• Car sharing schemes; and</li> <li>• Teleworking, teleconferencing and home shopping.</li> </ul>

**Figure 6. Overview of Transport Proposals for Warwick – Leamington – Lillington (via Emscote Road) Corridor**





**Figure 7. Cycle network (existing and proposed) for Warwick-Leamington-Lillington (via Emscote Road) Corridor**



### Key

- existing on-road cycleway
- existing off-road cycleway
- - proposed on-road cycleway
- - proposed off-road cycleway
- existing toucan crossing
- proposed toucan crossing
- proposed development area

#### 4. Leamington South (including Tachbrook Road)

Access to Leamington town centre from the Old Town area provides an important gateway from the south of the town. The route provides direct access to Leamington rail station as well as the commercial and retail facilities in this part of the town. The area around the railway bridge on High Street/Old Warwick Road is a designated Air Quality Management Area.

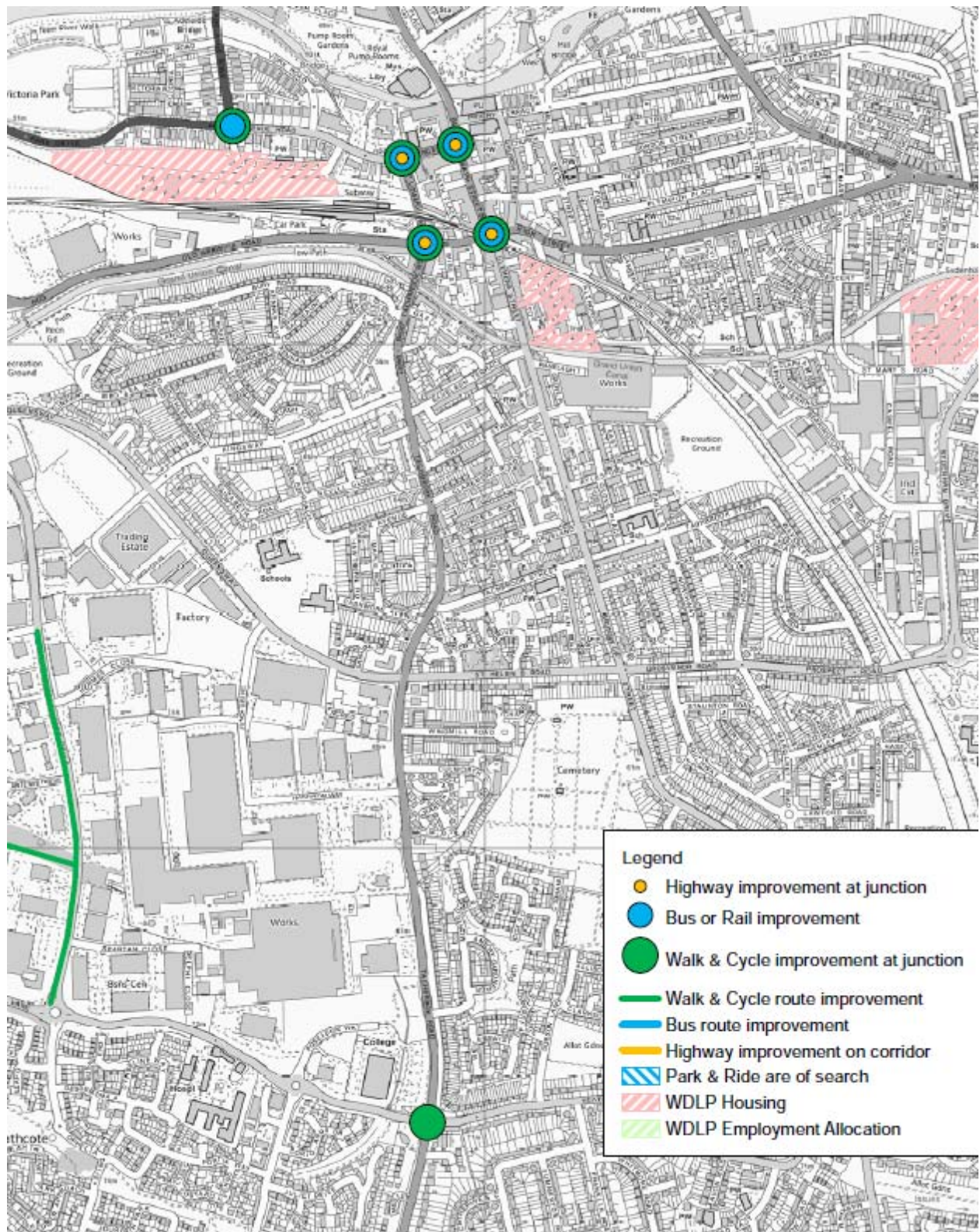
In the opposite direction, the corridor links the town centre and Old Town with numerous residential and commercial areas located adjacent to the Tachbrook Road. The Royal Leamington Spa Rehabilitation medical facility is also located on Heathcote Lane just off Tachbrook Road.

**Table 4. Leamington South (including Tachbrook Road)**

Junction / highway modifications	Walking and Cycle improvements
<ol style="list-style-type: none"> <li><b>B4087 Bath Street/Spencer Street/High Street/Lower Avenue</b> – introduction of a one-way gyratory along Lower Avenue /Spencer Street and Bath Street with restricted movement along Old Warwick Road for eastbound traffic. Introduction of signal control on at least three of the four entry points and inclusion of vehicle detection loops.</li> <li><b>A452 Adelaide Road/Avenue Road</b> – provision of a signalised junction to replace the existing mini-roundabout</li> <li><b>A452 Adelaide Road/Dormer Place</b> – provision of a signalised junction to replace the existing priority junction</li> <li><b>B4087 Tachbrook Road / Heathcote Lane</b> - provision of a toucan / cycle facility on Tachbrook Road at junction with Heathcote Lane</li> </ol>	<ol style="list-style-type: none"> <li><b>B4087 Bath Street/Spencer Street/High Street/Lower Avenue</b> – Opportunity to reallocate road space to pedestrians and cyclists, particularly on Bath Street and High Street.  The delivery of improved cycle access to the town centre from Tachbrook Road / Clemens Street will be sought. The opportunity to widen the footway / cycleway adjacent to the Toucan crossing on the south-west corner of Old Warwick Road / Tachbrook Road junction will also be sought</li> <li><b>A452 Adelaide Road/Avenue Road</b> – Replacement of the mini-roundabout with signal controlled junction will improve safety for cyclists. Cycle facilities (Advance Stop Lines) will be incorporated into the scheme as appropriate.</li> <li><b>A452 Adelaide Road/Dormer Place</b> – Provision of a signalised junction will improve safety for cyclists. Cycle facilities (Advanced Stop Lines) will be included in the scheme as appropriate. Opportunities to deliver improved east-west links for cyclists (Milverton Hill – Portland Place East / Dormer Place) will be sought as part of this scheme.</li> <li><b>B4087 Tachbrook Road / Heathcote Lane</b> – provision of a toucan / cycle facility on Tachbrook Road at junction with Heathcote Lane</li> </ol>
Park & Ride / Bus priority	Behavioural change measures
<ol style="list-style-type: none"> <li><b>B4087 Bath Street/Spencer Street/High Street/Lower Avenue</b> - Queue detector loops on all approaches to the proposed Old Warwick Road/ Lower Avenue/Spencer Street/Bath Street gyratory system</li> <li><b>A452 Adelaide Road/Avenue Road</b> – provision of queue detector loops at signalised junction</li> <li><b>A452 Adelaide Road/Dormer Place</b> – provision of queue detector loops at signalised junction</li> </ol>	<p>In order to reinforce the investment in public transport, walking and cycling described in this table, the County Council would expect to see the parallel deployment of a range of behavioural measures (also known as Smarter Choices) as part of the growth proposals across the District and to address existing issues in relation to the demand for travel.</p> <p>Examples of such measures include:</p> <ul style="list-style-type: none"> <li>• Workplace Travel Plans (in respect of sites generating in excess of 100 jobs);</li> <li>• Sustainable Travel Packs for new residents;</li> <li>• Personalised travel planning;</li> <li>• Travel awareness campaigns;</li> <li>• Public transport information and marketing;</li> <li>• Car clubs;</li> <li>• Car sharing schemes; and</li> <li>• Teleworking, teleconferencing and home shopping.</li> </ul>



**Figure 8. Overview of Transport Proposals for Leamington South (including Tachbrook Road Corridor)**





**Figure 9. Cycle network (existing and proposed) for Leamington South (including Tachbrook Road) Corridor**



## **5. Warwick Town Centre to Heathcote via Gallows Hill**

The east-west corridor route from South Leamington into Warwick via C43 Harbury Lane and Gallows Hill/Heathcote Lane provides access to Warwick town centre as well as a number of key education, employment and residential areas on route, including:

- Warwick Gates residential area
- Heathcote Industrial Estate
- Warwick Technology Park
- Warwick School
- Myton School

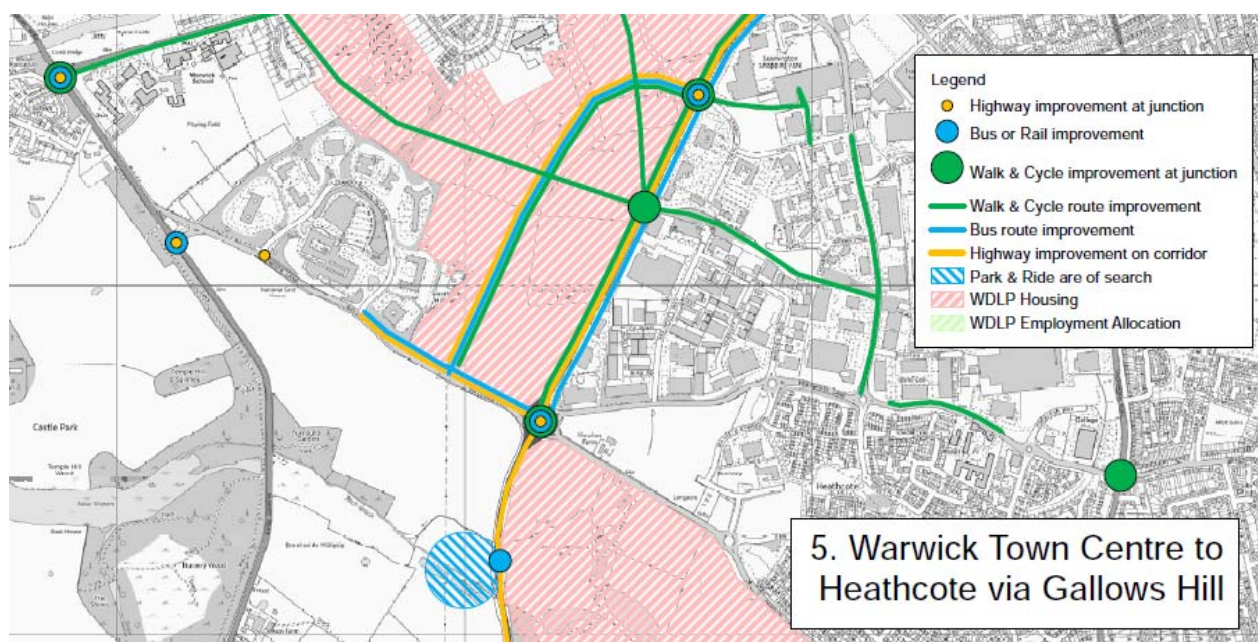
The route carries significant volumes of traffic throughout the day and particularly at peak times. Growth to the south of Warwick/Leamington Spa will put the corridor under further pressure. The transport improvements proposed along the corridor will substantially improve the sustainable transport options for travel along this corridor. Key elements include:

- a Park & Ride facility in the vicinity of the A452 Heathcote roundabout. This would serve Warwick town centre (and Leamington Spa town centre) via Gallows Hill/Heathcote Lane using a combination of existing and enhanced bus services funded from the new development in this area. The possibility of Drop & Ride provision for Warwick School and Park & Stride provision for access to nearby employment sites (Warwick Technology Park and Heathcote Industrial Estate) will be investigated.
- highway improvements along Gallows Hill/Heathcote Lane and at the A425 Banbury Road / Myton Road roundabout offer the opportunity for dedicated bus lanes and bus priority measures to be introduced. An investigation into the provision of a High Occupancy Vehicle (HOV) lane on the approach to Warwick Tech Park will also be carried out.
- further improvements to cycle provision. The construction of a shared use off-road cycle link from Myton Road / Banbury Road roundabout to Heathcote has already improved conditions for cyclists along this section of the route, including toucan crossing facilities at the Gallows Hill / A452 Europa Way roundabout. Opportunities will be investigated to extend cycle provision along the route, including connections with Warwick town centre, the Myton Gardens development and an extension along Heathcote Lane to connect to Tachbrook Road.

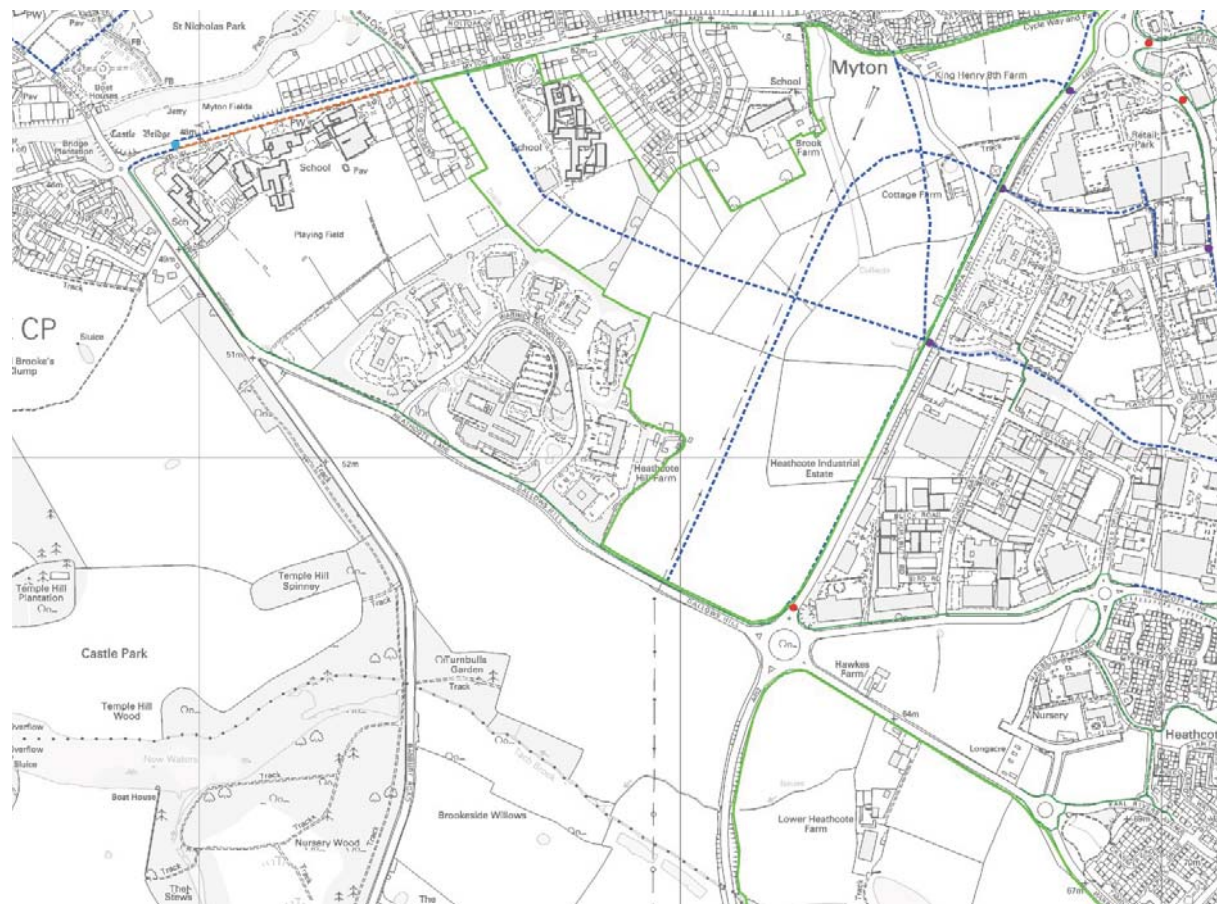


**Table 5. Warwick Town Centre to Heathcote via Gallows Hill**







Junction / Highway modifications	Walking and Cycle improvements
<ol style="list-style-type: none"> <li><b>A425 Banbury Road / Myton Road roundabout</b> – signalised junction. Northbound, two lanes have been introduced from the Gallows Hill/Heathcote Lane junction which merges into the right turn into Warwick School, a single lane is then in operation until approximately 100m south of the junction with Myton Road.</li> <li><b>Gallows Hill/Warwick Tech Park</b> – dualled section along the section from Myton Gardens distributor road to south of Tech Park entrance (with scope to introduce bus lane and/or investigation of use for High Occupancy Vehicle lane). New roundabout at Western Entrance to Tech Park to improve accessibility to the site and reduce the propensity for vehicles waiting to turn into the Tech Park to exacerbate queuing and delay levels along the Gallows Hill corridor.</li> <li><b>Priory Rd to St Nicolas Church Street</b> - movement has been restricted.</li> </ol>	<ol style="list-style-type: none"> <li><b>A425 Banbury Road / Myton Road roundabout</b> – Replacement of roundabout with signal controlled junction will improve safety for cyclists. Cycle facilities (Advanced Stop Lines) will be incorporated into scheme and the need to facilitate cycle access to / from existing Banbury Road / Myton Road cycle routes will be considered in the development of the design.  Onward connections to the town centre will be investigated, including introduction of 20mph speed limit to aid on-carriageway cycling and improve conditions for pedestrians.</li> <li><b>Extension of cycle provision</b> along Heathcote Lane to connect to Tachbrook Road.</li> </ol>
Park & Ride / Bus priority	Behavioural change measures
<ol style="list-style-type: none"> <li><b>Southern Park &amp; Ride</b> facility in the vicinity of A452 Heathcote roundabout serving Leamington Spa and Warwick</li> <li><b>Bus priority measures</b> to support the proposed southern Park and Ride facility towards Warwick town centre: <ul style="list-style-type: none"> <li>Bus loop detectors at the exit of the Park and Ride site onto Europa Way;</li> <li>Bus lane northbound along the Europa Way as far as the junction of Gallows Hill/Heathcote Lane;</li> <li>Bus priority along Gallows Hill at the junction of the Myton Gardens development site distributor road (to facilitate right and straight on bus movements);</li> <li>Bus loop detectors on all approaches to the Banbury Road/Myton Road junction;</li> </ul> </li> </ol> <p>Opportunities for bus priority in Warwick town centre will be explored in due course as part of the development of a traffic management scheme.</p>	<p>In order to reinforce the investment in public transport, walking and cycling described in this table, the County Council would expect to see the parallel deployment of a range of behavioural measures (also known as Smarter Choices) as part of the growth proposals across the District and to address existing issues in relation to the demand for travel.</p> <p>Examples of such measures include:</p> <ul style="list-style-type: none"> <li>Workplace Travel Plans (in respect of sites generating in excess of 100 jobs);</li> <li>Sustainable Travel Packs for new residents;</li> <li>Personalised travel planning;</li> <li>Travel awareness campaigns;</li> <li>Public transport information and marketing;</li> <li>Car clubs;</li> <li>Car sharing schemes; and</li> <li>Teleworking, teleconferencing and home shopping.</li> </ul>

**Figure 10. Overview of Transport Proposals for Warwick Town Centre to Heathcote via Gallows Hill**

**Figure 11. Cycle network (existing and proposed) for Warwick Town Centre to Heathcote via Gallows Hill Corridor**



### Key

-  existing on-road cycleway
-  existing off-road cycleway
-  proposed on-road cycleway
-  proposed off-road cycleway
-  existing toucan crossing
-  proposed toucan crossing
-  proposed development area

## 6. Warwick Town Centre to Leamington (via Myton Road)

The corridor between Warwick and Leamington Spa via A425 Myton Road provides one of two direct links between the two towns (the other being A445 Emscote Road). As well as demand for travel along the route to access the destinations in the towns at either end, the corridor is also a key destination in itself. Two schools are located along the Myton Road (Myton School and Warwick School) which generate significant volumes of traffic at peak times. The corridor also provides a key link to Warwick Technology Park which is located close to the western end of the corridor, to retail facilities at the eastern end as well as providing local access to residential areas along its entire length. Growth to the south of Warwick/Leamington Spa will put the corridor under further pressure.

The transport improvements proposed along the corridor will substantially improve the sustainable transport options for travel along this corridor. Key elements include:

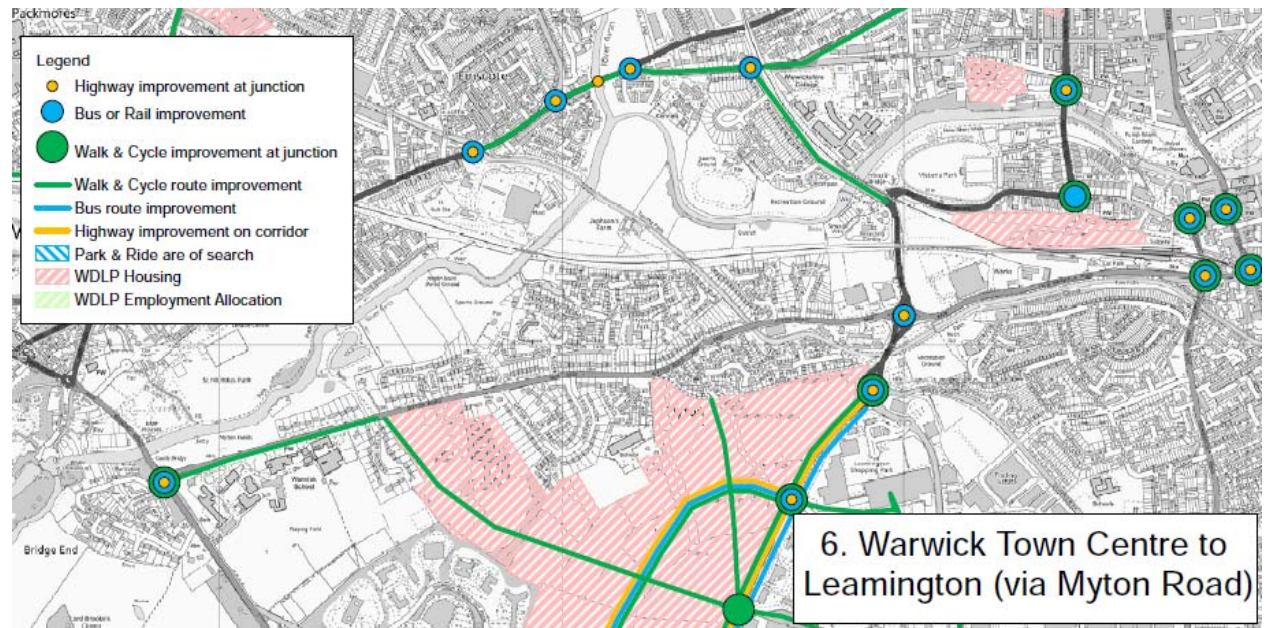
- further improvements to cycle provision. This will provide both improved facilities along the length of Myton Road as well as improved connections from Myton Road (in the vicinity of Myton School) through the Myton Gardens development, across Europa Way to the Shires Retail Park, Warwick Gates and Heathcote.
- Improved access by bus using the southern Park & Ride service (including schools Drop & Ride), with bus priority from the Park& Ride facility into Warwick.

**Table 6. Warwick Town Centre to Leamington (via Myton Road)**

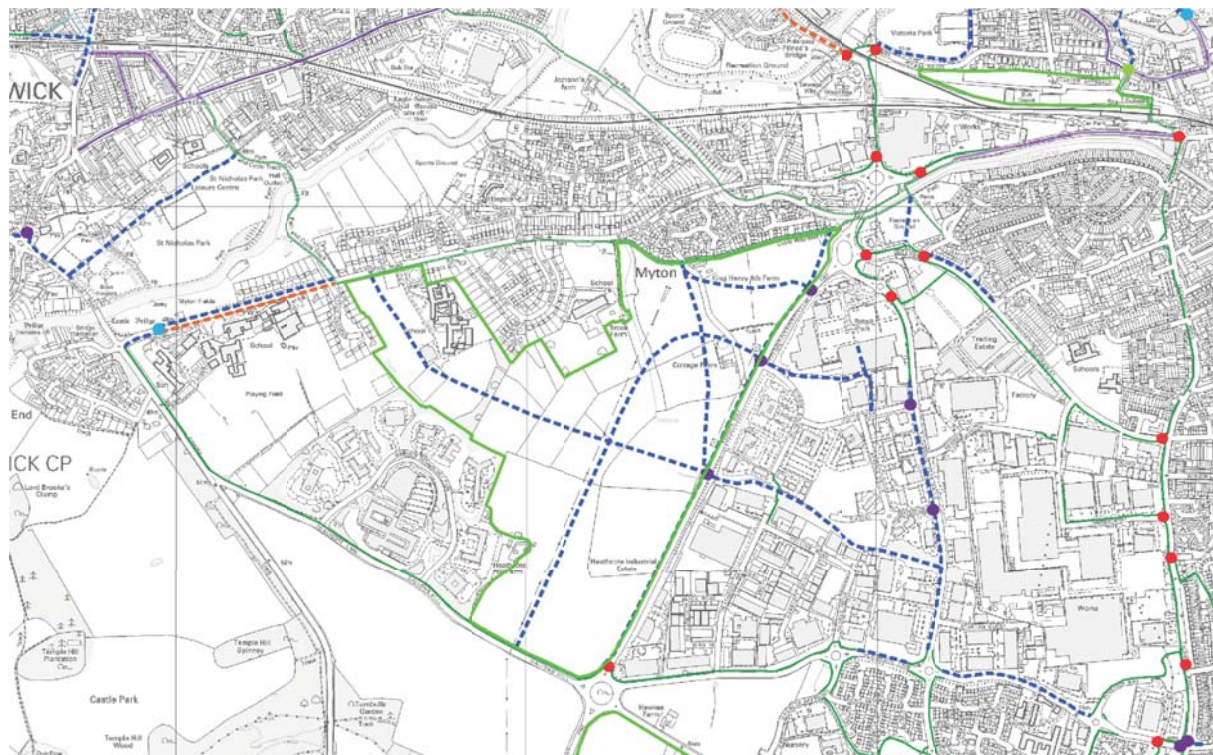
Junction / highway modifications	Walking and Cycle improvements
<ol style="list-style-type: none"> <li><b>A425 Banbury Road / Myton Road roundabout</b> – signalised junction. Northbound, two lanes have been introduced from the Gallows Hill junction which merges into the right turn into Warwick school, a single lane is then in operation until approximately 100m south of the Junction with Myton Road.</li> <li><b>A452 Europa Way/Myton Road Roundabout</b> - signalised junction with all entry approaches widened (includes queue detector loops for buses)</li> </ol>	<ol style="list-style-type: none"> <li><b>A425 Banbury Road / Myton Road roundabout</b> – Replacement of roundabout with signal controlled junction will improve safety for cyclists. Cycle facilities (Advanced Stop Lines) will be incorporated into scheme and the need to facilitate cycle access to / from existing Banbury Road / Myton Road cycle routes will be considered in the development of the design.  Onward connections to the town centre will be investigated, including introduction of 20mph speed limit to aid on-carriageway cycling.</li> <li>Extension of cycle facility along Myton Road between St Nicholas Park cycle entrance and Myton Road / Banbury Road junction.</li> <li>Improved cycle connections from the area to the Shires Retail Park, Warwick Gates and Heathcote via the Myton Gardens development.</li> </ol>
Park & Ride / Bus priority	Behavioural change measures
<ol style="list-style-type: none"> <li><b>A425 Banbury Road / Myton Road roundabout</b> – signalised junction with bus loop detector loops on all approaches</li> <li><b>A452 Europa Way/Myton Road Roundabout</b> – signalised junction with bus detector loops on each approach</li> </ol>	<p>In order to reinforce the investment in public transport, walking and cycling described in this table, the County Council would expect to see the parallel deployment of a range of behavioural measures (also known as Smarter Choices) as part of the growth proposals across the District and to address existing issues in relation to the demand for travel.</p> <p>Examples of such measures include:</p> <ul style="list-style-type: none"> <li>• Workplace Travel Plans (in respect of sites generating in excess of 100 jobs);</li> <li>• Sustainable Travel Packs for new residents;</li> <li>• Personalised travel planning;</li> <li>• Travel awareness campaigns;</li> <li>• Public transport information and marketing;</li> <li>• Car clubs;</li> <li>• Car sharing schemes; and</li> <li>• Teleworking, teleconferencing and home shopping.</li> </ul>










**Figure 12. Overview of Transport Proposals for Warwick Town Centre to Leamington (via Myton Road)**



**Figure 13. Cycle network (existing and proposed) for Warwick Town Centre to Leamington (via Myton Road)**



### Key

-  existing on-road cycleway
-  existing off-road cycleway
-  proposed on-road cycleway
-  proposed off-road cycleway
-  existing toucan crossing
-  proposed toucan crossing
-  proposed development area

## 7. A429 Coventry Road, Warwick

The A429 Coventry Road provides a key link from the A46 north of Warwick into Warwick town centre. Key transport improvements proposed along the corridor include:

- extension of Coventry Road cycle facility from Primrose Hill to Warwick town centre
- widening of all approaches at Spinney Hill roundabout, including potential for bus priority on approach of roundabout from Spinney Hill and Primrose Hill
- improved east-west cycle connections in vicinity of Spinney Hill roundabout

**Table 7. A429 Coventry Road, Warwick**

Junction / highway modifications	Walking and Cycle improvements
<p>1. <b>A429/Spinney Hill Roundabout</b> - widening of all approaches</p>	<p>1. <b>A429 Spinney Hill Roundabout</b> - Provision of a Toucan crossing over Primrose Hill to facilitate access to existing A429 Warwick to Leek Wootton cycleway. The conversion of the existing Pelican crossing south of the A429 roundabout to a Toucan and provision of a short cycle link to Spinney Hill across the adjoining area of open space will also be included.</p> <p>2. Extension of Coventry Road cycle facility from Primrose Hill to Warwick town centre (via Warwick station link). Improvements for cyclists will be sought at Cape Road junction.</p>
Park & Ride / Bus priority	Behavioural change measures
<p>1. <b>A429/Spinney Hill Roundabout</b> – potential for bus priority for east-west movements across junction</p>	<p>In order to reinforce the investment in public transport, walking and cycling described in this table, the County Council would expect to see the parallel deployment of a range of behavioural measures (also known as Smarter Choices) as part of the growth proposals across the District and to address existing issues in relation to the demand for travel.</p> <p>Examples of such measures include:</p> <ul style="list-style-type: none"> <li>• Workplace Travel Plans (in respect of sites generating in excess of 100 jobs);</li> <li>• Sustainable Travel Packs for new residents;</li> <li>• Personalised travel planning;</li> <li>• Travel awareness campaigns;</li> <li>• Public transport information and marketing;</li> <li>• Car clubs;</li> <li>• Car sharing schemes; and</li> <li>• Teleworking, teleconferencing and home shopping.</li> </ul>



Figure 14. Overview of Transport Proposals for A429 Coventry Road, Warwick

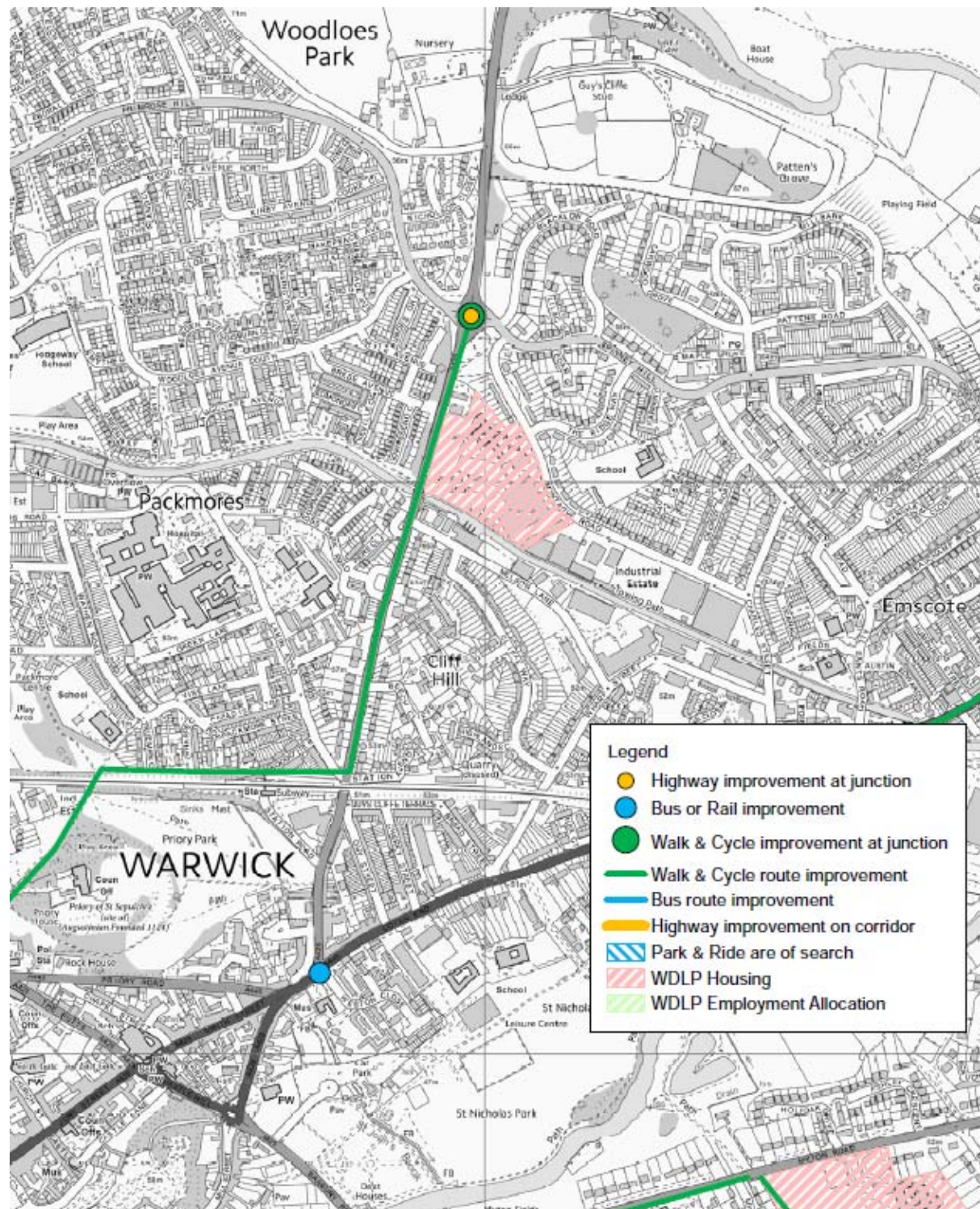
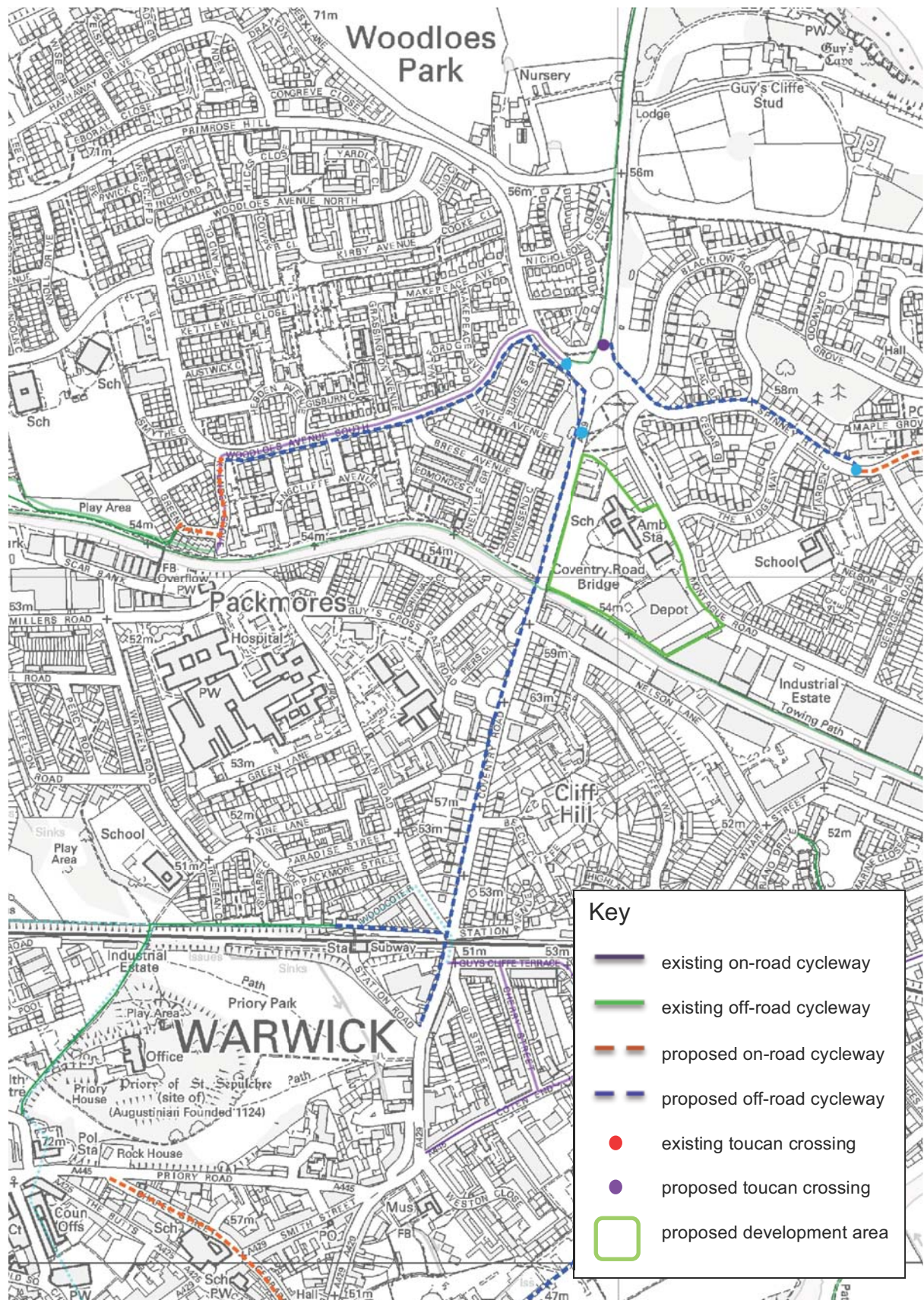




Figure 15. Cycle network (existing and proposed) for A429 Coventry Road, Warwick





## 8. A425 Birmingham Road, Warwick

The A425 Birmingham Road provides a key gateway from the A46 and A4177 west of Warwick into Warwick town centre. Access to employment sites at Opus 40 and along Wedgnock Lane are provided close to A46 / Birmingham Road junction.

Key transport improvements proposed along the corridor include:

- upgrade of A46/A425/A4177 'Stanks Island' and associated cycle/pedestrian improvements on the western end of Birmingham Road between Wedgnock Lane and Stanks Island
- investigation of possible Park & Ride facility in vicinity of A46/A425/A4177 junction and provision of a through bus link to the southern Park and Ride site via Warwick town centre

**Table 8. A425 Birmingham Road, Warwick**

Junction / highway modifications	Walking and Cycle improvements
1. <b>A46/Birmingham Road 'Stanks Island'</b> – upgrade of 'Stanks Island' and associated cycle/pedestrian improvements on the western end of Birmingham Road between Wedgnock Lane and 'Stanks Island'	1. <b>A46/Birmingham Road 'Stanks Island'</b> – Scheme will include cycle facilities to improve access across the major roundabout from the existing A4177 Hatton – Warwick cycle route. Scheme design will consider need to facilitate cycle access to Warwick Parkway, new residential / employment development on Opus 40 site, employment located on Wedgnock Lane and Warwick town centre.
Park & Ride / Bus priority	Behavioural change measures
1. Investigate possibility of Park & Ride facility in vicinity of A46/A425/A4177 junction	<p>In order to reinforce the investment in public transport, walking and cycling described in this table, the County Council would expect to see the parallel deployment of a range of behavioural measures (also known as Smarter Choices) as part of the growth proposals across the District and to address existing issues in relation to the demand for travel.</p> <p>Examples of such measures include:</p> <ul style="list-style-type: none"> <li>• Workplace Travel Plans (in respect of sites generating in excess of 100 jobs);</li> <li>• Sustainable Travel Packs for new residents;</li> <li>• Personalised travel planning;</li> <li>• Travel awareness campaigns;</li> <li>• Public transport information and marketing;</li> <li>• Car clubs;</li> <li>• Car sharing schemes; and</li> <li>• Teleworking, teleconferencing and home shopping.</li> </ul>

**Figure 16. Overview of Transport Proposals for A425 Birmingham Road, Warwick**

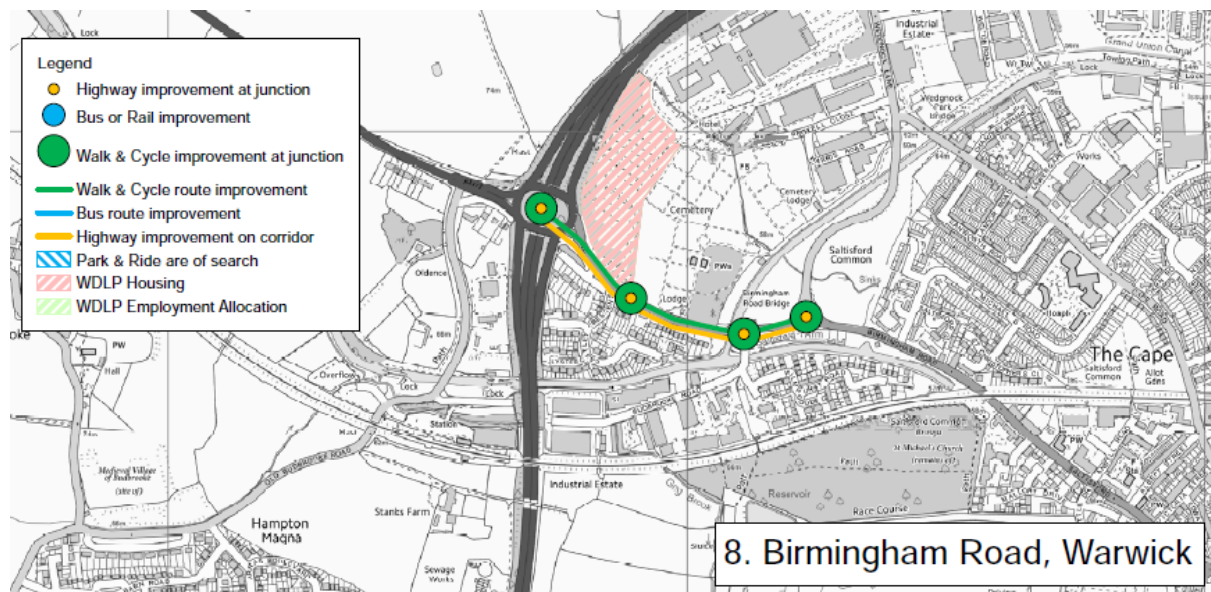
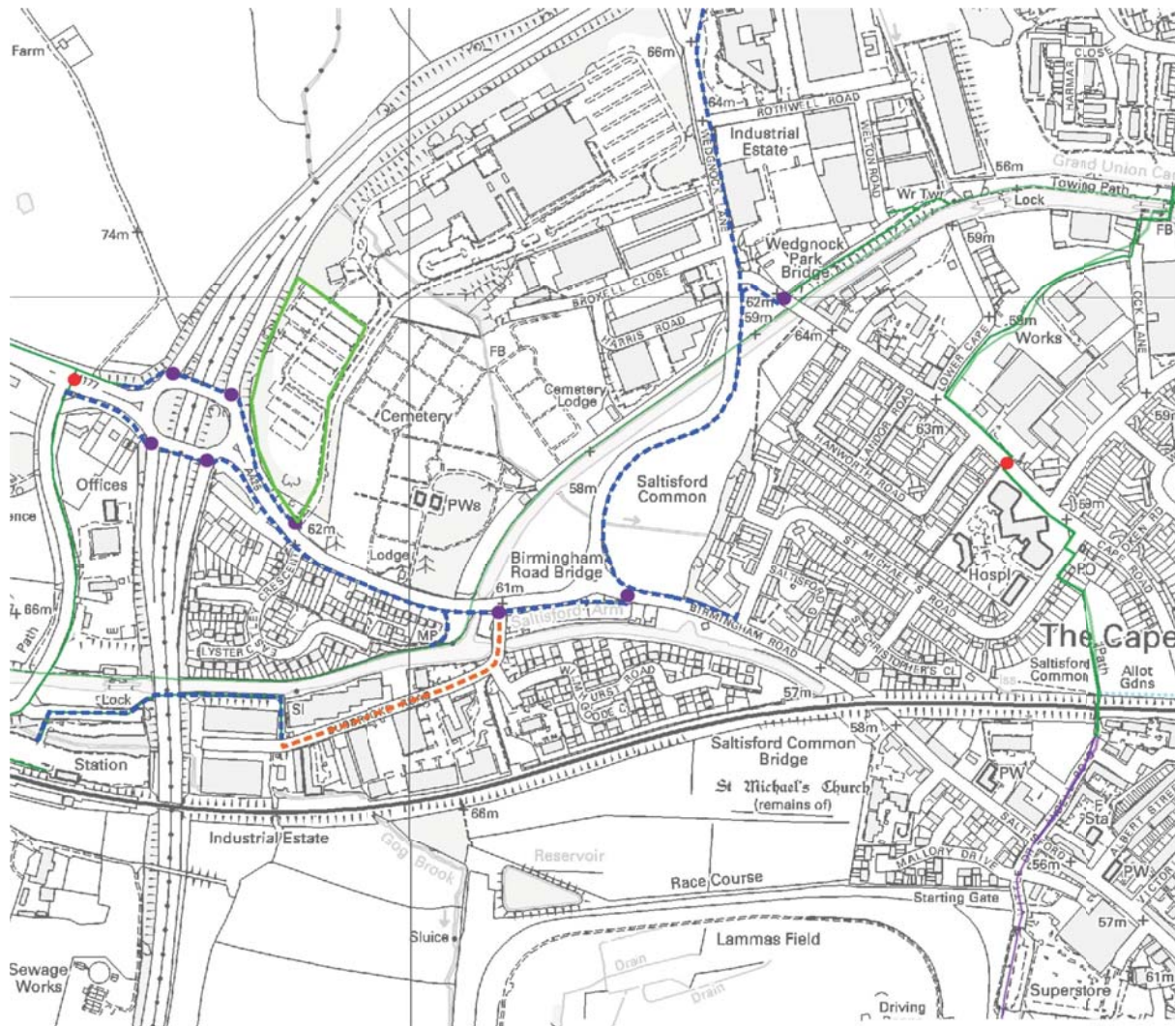









Figure 17. Cycle network (existing and proposed) for A425 Birmingham Road, Warwick



## Key

-  existing on-road cycleway
-  existing off-road cycleway
-  proposed on-road cycleway
-  proposed off-road cycleway
-  existing toucan crossing
-  proposed toucan crossing
-  proposed development area

## 9. A429 Stratford Road, Warwick

The A429 Stratford Road corridor runs from M40 Junction 15 at Longbridge to West Gate in Warwick town centre. The road provides a direct route to the town centre and is the signed route to Warwick Castle car park for visitors. Also accessed off Stratford Road are the South West Warwick housing and employment developments, Aylesford School and the Shakespeare Avenue housing area.

Key transport improvements proposed along the corridor include:

- Stratford Road cycleway - extension of Stratford Road cycle facility from South West Warwick housing and employment development to Warwick town centre

**Table 9. A429 Stratford Road, Warwick**

<b>Junction / highway modifications</b>	<b>Walking and Cycle improvements</b>
See 'Walking and Cycle improvements'	<ol style="list-style-type: none"> <li>1. <b>Stratford Road cycleway</b> - Extension of Stratford Road cycle facility from South West Warwick housing and employment development to Warwick town centre</li> <li>2. <b>Completion of North West Warwick to Aylesford School cycle scheme 'missing link'</b> - Options to provide a cycle facility to bridge the missing link along Hampton Road will be investigated</li> <li>3. <b>Pedestrian crossing near Shakespeare Avenue</b></li> </ol>
<b>Park &amp; Ride / Bus priority</b>	<b>Behavioural change measures</b>
Opportunity for tourist trips to Castle to switch to Park & Ride rather than use on site car parking facility accessed from A429 Stratford Road	<p>In order to reinforce the investment in public transport, walking and cycling described in this table, the County Council would expect to see the parallel deployment of a range of behavioural measures (also known as Smarter Choices) as part of the growth proposals across the District and to address existing issues in relation to the demand for travel.</p> <p>Examples of such measures include:</p> <ul style="list-style-type: none"> <li>• Workplace Travel Plans (in respect of sites generating in excess of 100 jobs);</li> <li>• Sustainable Travel Packs for new residents;</li> <li>• Personalised travel planning;</li> <li>• Travel awareness campaigns;</li> <li>• Public transport information and marketing;</li> <li>• Car clubs;</li> <li>• Car sharing schemes; and</li> <li>• Teleworking, teleconferencing and home shopping.</li> </ul>



Figure 18. Overview of Transport Proposals for A429 Stratford Road, Warwick

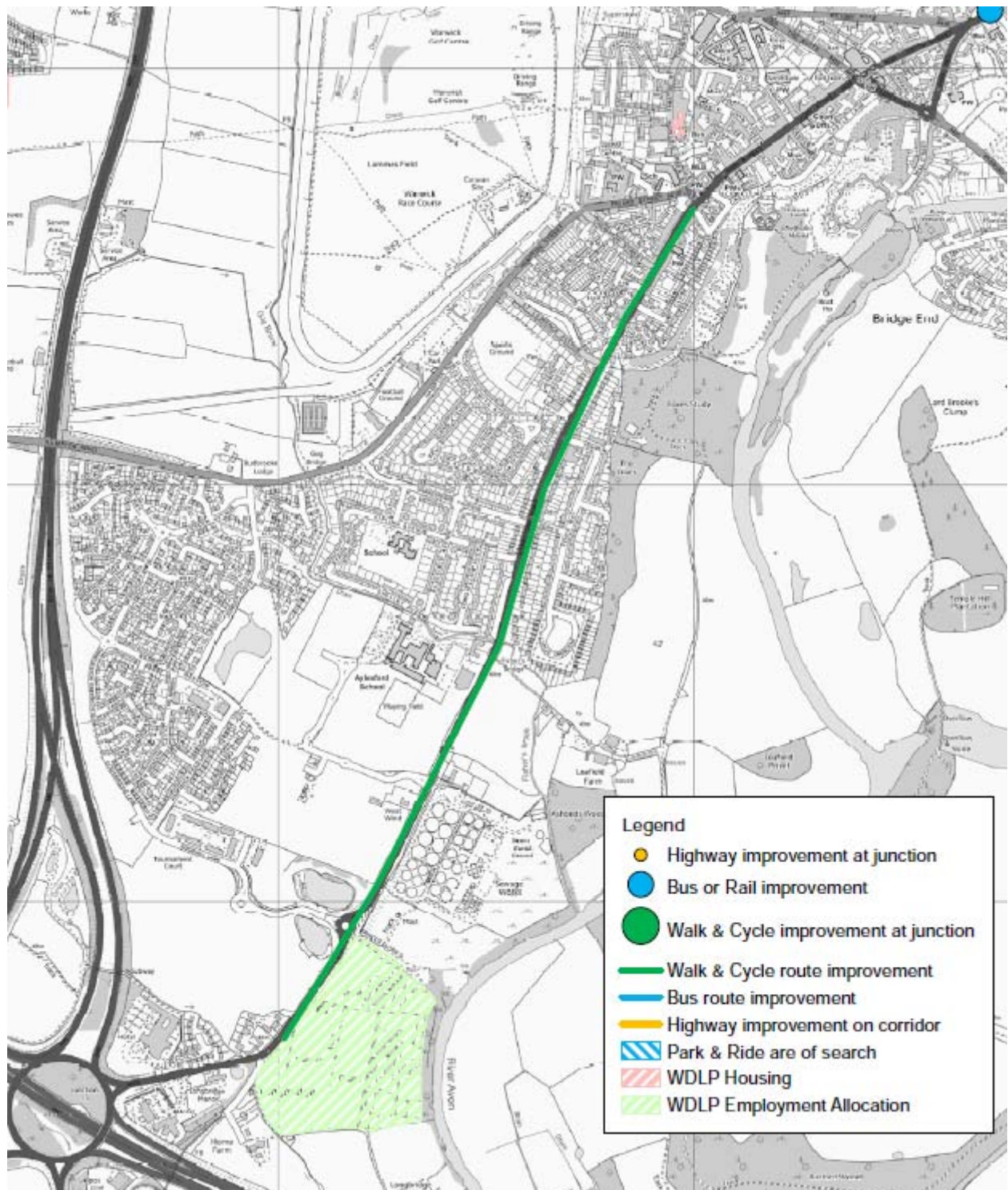
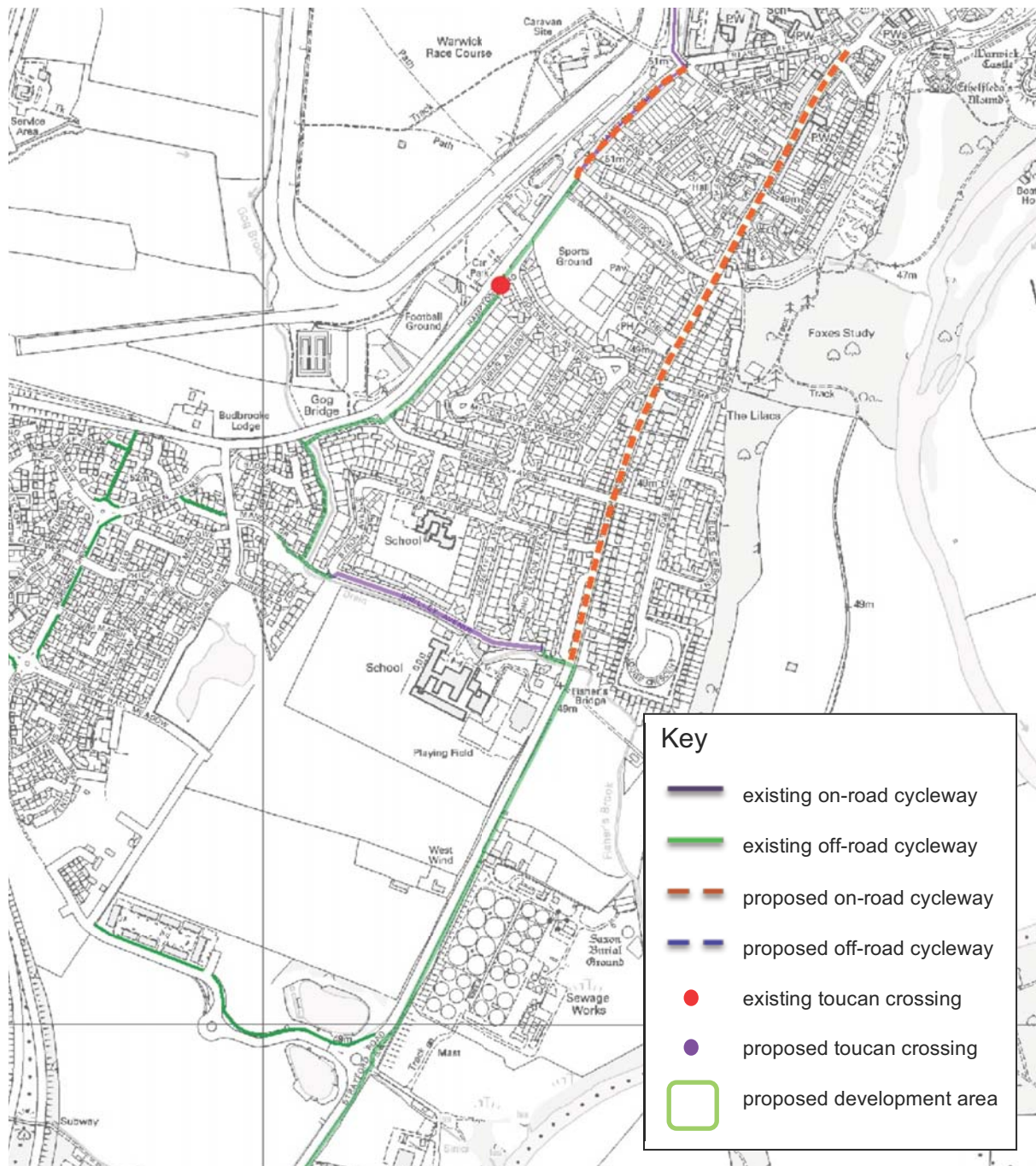


Figure 19. Cycle network (existing and proposed) for A429 Stratford Road, Warwick



## 10. Strategic corridor improvements

The A46 / M40 corridor to the west and south of the Warwick and Leamington urban areas provides a key route for people accessing the town from these areas. Recent improvements have included:

- Longbridge Island upgrade and grade separation of A46 at M40 at junction 15
- M40 Junction 14 and associated improvements on the A452 Europa Way, in order to improve safety and reduce congestion on the M40 between junctions 15 and 14

Further junction improvements along A46 / M40 corridor will ensure that the route continues to fulfil its role as part of the Strategic Road Network (SRN) as well as facilitating local access to the towns. The future upgrades will help to encourage access to the south of Leamington and Warwick to use this corridor rather than routing through the town centres.

**Table 10. Strategic corridor improvements**

<b>Junction / highway modifications</b>	<b>Walking and Cycle improvements</b>
<ol style="list-style-type: none"> <li>1. <b>A46/Birmingham Road 'Stanks Island'</b> – upgrade of 'Stanks Island' (and associated cycle/pedestrian improvements)</li> <li>2. <b>A46/A452 Thickthorn Roundabout</b> - signalisation of four entry arms onto the junction. The carriageway either side of the bridges has been widened to 3 lanes with 2 lanes retained on the bridges.</li> <li>3. <b>M40 Capacity Enhancements</b></li> <li>4. <b>A452 Europa Way capacity enhancements</b> – to encourage routing via M40 for access to destinations in south Leamington and Warwick</li> </ol>	N/A
<b>Park &amp; Ride / Bus priority</b>	<b>Behavioural change measures</b>
N/A	N/A

## 11. Kenilworth improvements

There is a strong net outflow from Kenilworth for travel to work journeys to the neighbouring towns of Leamington Spa and Warwick and the West Midlands Metropolitan area, particularly Coventry and Solihull. These journeys are predominantly made by car, with 69% of travel to work journeys made by Single Occupancy Vehicles (Census 2011).

Improving the options to travel by sustainable modes for external trips is a key focus of future transport proposals. In recent years cycle links have been improved to Coventry via Warwick University. Further proposals include:

- K2L – providing a continuous cycle link between Kenilworth and Leamington (K2L) and provision of local onward connections in both towns
- opening of a rail station in Kenilworth in December 2016. This will provide a regular hourly direct rail service from Kenilworth to Leamington Spa and Coventry, with onward connections to Birmingham, London and the Thames Valley.
- a northern Park and Ride facility between the A46/A452 Thickthorn roundabout and the A452/B4113 Blackdown roundabout, providing regular bus services to Leamington Spa and the possibility of onward connections to the proposed southern Park and Ride.

Improvements will also be sought to improve sustainable links for internal movements within Kenilworth. This will include:

- Improved connections through the Thickthorn development site from Leamington Road to Glasshouse Lane
- Links from Thickthorn development site to Kenilworth School
- Links to Rocky Lane and potential onward connection to Stoneleigh Park
- Completion of NCN route through Kenilworth with provision of a cycle route through Abbey Fields



**Table 11. Kenilworth improvements**

<b>Junction / highway modifications</b>	<b>Walking and Cycle improvements</b>
<ol style="list-style-type: none"> <li><b>A452 Thickthorn Roundabout</b> – signalisation of four entry arms onto the junction. The carriageway either side of the bridges has been widened to 3 lanes with 2 lanes retained on the bridges</li> <li><b>St Johns Gyratory, Kenilworth</b> - signalisation of the four entry arms onto the junction. Additional engineering will be required to ensure that the existing development which is located in the centre of the gyratory can be accessed satisfactorily</li> </ol>	<ol style="list-style-type: none"> <li>K2L cycle route</li> <li>Cycle link - Connection from Leamington Road to Glasshouse Lane via Thickthorn development site</li> <li>Links from Thickthorn development site to Kenilworth school</li> <li>Links to Rocky Lane and potential onward connection to Stoneleigh Park</li> <li>Completion of NCN route through Kenilworth through Abbey Fields</li> </ol>
<b>Park &amp; Ride / Bus priority / Rail</b>	<b>Behavioural change measures</b>
<ol style="list-style-type: none"> <li>New rail station at Kenilworth with direct services between Kenilworth and Leamington Spa</li> </ol>	<p>In order to reinforce the investment in public transport, walking and cycling described in this table, the County Council would expect to see the parallel deployment of a range of behavioural measures (also known as Smarter Choices) as part of the growth proposals across the District and to address existing issues in relation to the demand for travel.</p> <p>Examples of such measures include:</p> <ul style="list-style-type: none"> <li>• Workplace Travel Plans (in respect of sites generating in excess of 100 jobs);</li> <li>• Sustainable Travel Packs for new residents;</li> <li>• Personalised travel planning;</li> <li>• Travel awareness campaigns;</li> <li>• Public transport information and marketing;</li> <li>• Car clubs;</li> <li>• Car sharing schemes; and</li> <li>• Teleworking, teleconferencing and home shopping.</li> </ul>

Figure 20. Overview of Transport Proposals for Kenilworth

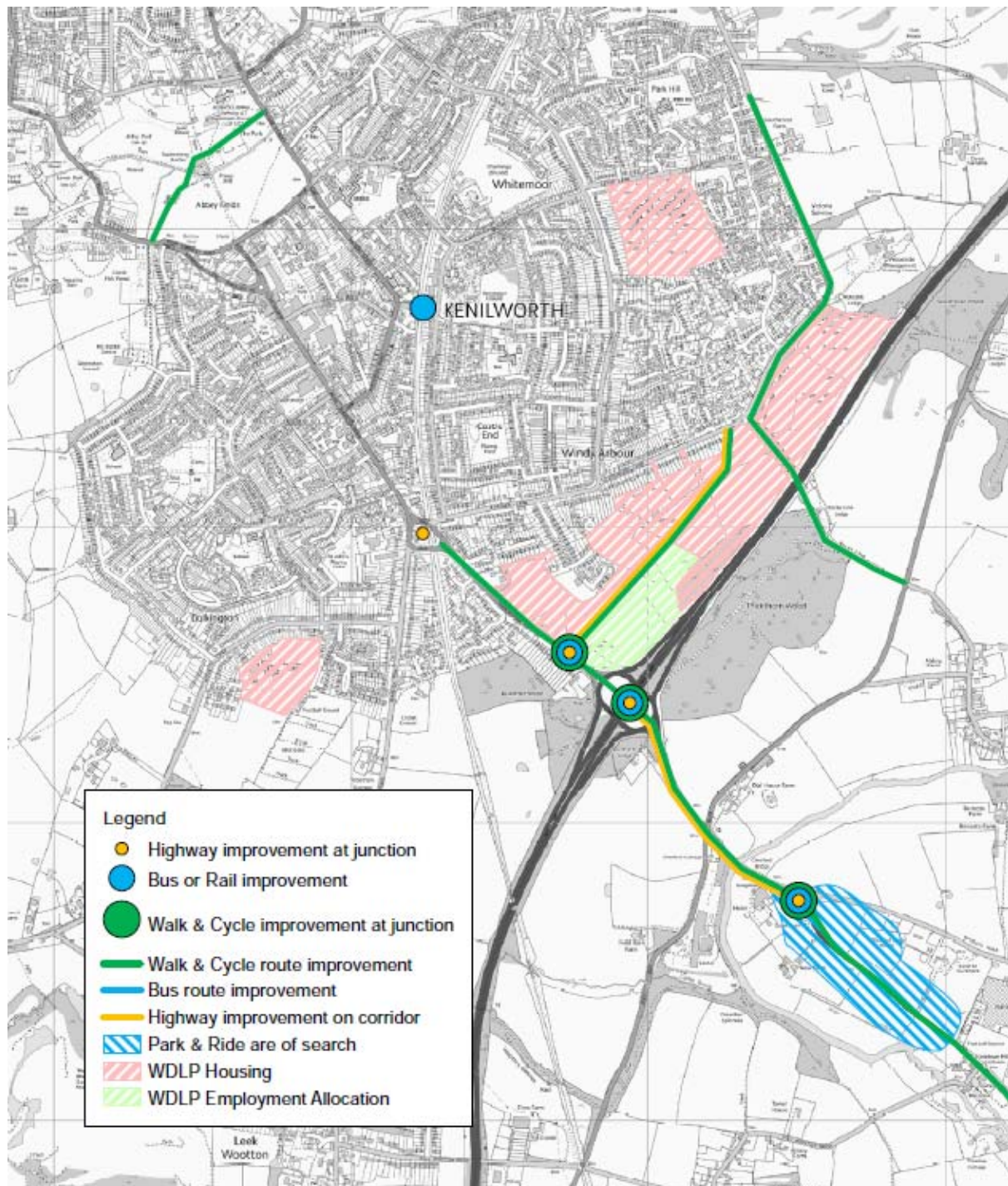
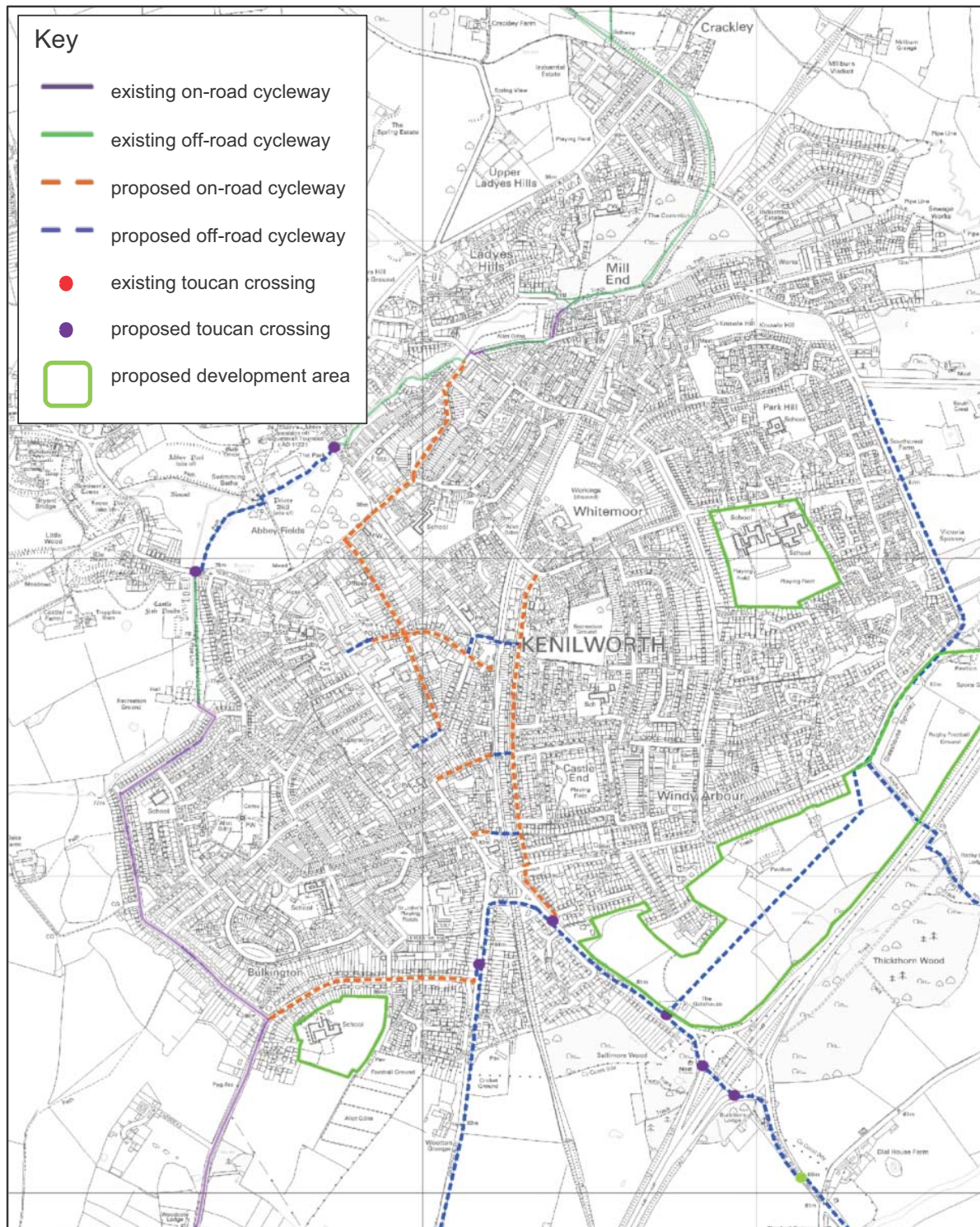





Figure 21. Cycle network (existing and proposed) for Kenilworth



 Finance and Audit Committee - 7 <sup>th</sup> February 2017		<b>Agenda Item No.</b>  <b>9</b>
<b>Title</b>	Waste Container Charging Review	
<b>For further information about this report please contact</b>	Becky Davies 01926 456615 <a href="mailto:Becky.davies@warwickdc.gov.uk">Becky.davies@warwickdc.gov.uk</a>	
<b>Wards of the District directly affected</b>	All	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	Executive meeting – 10 <sup>th</sup> February 2016 - Agenda item no.3 and Council – 24 <sup>th</sup> February 2016	
<b>Background Papers</b>		

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	No
<b>Included within the Forward Plan? (If yes include reference number)</b>	No
<b>Equality Impact Assessment Undertaken</b>	No (If No state why below)
This is a review of an existing policy	

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	26/1/17	Bill Hunt
Head of Service	26/1/17	Rob Hoof
CMT	26/1/17	Chris Elliott, Bill Hunt and Andy Jones
Section 151 Officer	26/1/17	Mike Snow
Monitoring Officer	26/1/17	Andy Jones
Finance	26/1/17	Mike Snow
Portfolio Holder(s)	26/1/17	Cllr Dave Shilton
Consultation & Community Engagement		
None planned		
Final Decision?		No
A further review of the waste container charging policy will be undertaken after 12 months.		

## **1. Summary**

- 1.1. On 6<sup>th</sup> June 2016 Warwick District Council introduced a new policy to charge households for the provision of waste containers. Prior to this, WDC was spending £165k per annum on waste container provision and there was a significant budget shortfall.
- 1.2. This report reviews the first 8 months of the policy using information gathered from the Council's CRM system and other sources.

## **2. Recommendation**

- 2.1. That the Committee notes the content of this report.

## **3. Reasons for the Recommendation**

- 3.1. The waste container charging policy has been in place for 8 months and a review has been requested by the Overview and Scrutiny Committee and Finance and Audit Committee.
- 3.2. Requests for containers have reduced in all cases. Red box and recycling bag requests have reduced by 60%, grey bins by 37% and green bins by 10%. The number of deliveries by Suez (delivery of containers to households) has reduced by 48% due to the reduction in requests.
- 3.3. The review of waste container charging is showing a positive outcome in terms of money, but a less positive outcome in terms of people (customers and WDC staff) as demonstrated in sections 3.4 to 3.6 below.
- 3.4. The Contract Services Team, within Neighbourhood Services, has provided the following feedback:
  - 3.4.1. A large number of residents complain about the added delivery charge, especially for recycling containers. The added delivery charge can mean that residents pay £10 for a recycling box, £7.50 for a recycling bag or £5 for a food caddy. Residents would like to be able to collect these items to avoid the delivery charge however WDC does not have the facility to do this.
  - 3.4.2. A small number of residents have complained that the charge for wheeled bins is high, especially when ordering both grey and green bins together.
  - 3.4.3. A small number of residents have refused to pay for recycling containers stating that they will use their own or put everything in the refuse bin.
- 3.5. It is estimated that container requests received by telephone will take 300 hours of staff time per annum to complete. This is more than double what it would have been prior to the charging scheme due to the process of taking payment. However, this may be improved by implementation of the new payment system in March 2017. There is also the option for customers to request and pay for containers online which is encouraged.
- 3.6. A large number of recycling boxes and bags go missing after collection. A common assumption is that collection crews have removed boxes or bags but this is not the case as they have no reason to do so and have no room to store containers on the collection vehicles. In reality it may be that neighbours are taking the wrong containers or containers are being blown away during windy

weather, etc. This causes the largest number of complaints when residents have to pay for replacements. Unfortunately there is not an easy solution to this. If WDC agrees to replace lost containers free of charge it creates a loophole in the charging scheme and would have a major impact on the financial contribution to waste container provision. Some Council's provide free replacements where a police crime reference number is provided, however the Police are not receptive to because it increases their crime statistics and workload. They have recently asked Stratford District Council to provide evidence from the cameras on their collection vehicles that waste containers were emptied and returned to the property before they can issue a crime reference number. WDC does not have recording equipment on their collection vehicles to provide this evidence. Some Council's will provide a free replacement where there are no other container requests within the previous 1-2 years however this is very difficult to administer. Other Council's take the same stance as WDC and will not provide a free replacement for lost or stolen containers.

#### **4. Policy Framework**

- 4.1. Introducing the charging scheme has enabled WDC to maintain service standards whilst helping to reduce future budget pressures, in line with two of the Fit for the Future key strands; Service - maintaining or improving services; and Money – delivering a sustainable balanced budget.
- 4.2. Unfortunately the policy has had a less positive impact on some customers and the Council (People strand). Please see sections 3.4 to 3.6 and also section 6 for further details.

#### **5. Budgetary Framework**

##### **5.1. Income:**

5.1.1. The charging policy was estimated to contribute £78k per annum to the Council's overall £165k annual spend on waste containers. WDC would cover the remaining £87k per annum from the General Fund as set out in the budget.

5.1.2. The first 8 months of the charging scheme has generated £43k to contribute to the cost of waste container provision.

5.1.3. Charges are currently being made in approx. 60% of cases. Containers have been provided free of charge in the remaining 40% of cases due to bins falling into the back of collection vehicles (usually because the bin has reached the end of its usable life and fails), additional/larger containers provided to large households/households with special medical needs, or where containers are damaged beyond use (again due to their age).

## Overall budget status:

	<b>Budget - Predicted annual income / expenditure prior to scheme introduction</b>	<b>Projected annual income / expenditure<sup>1</sup></b>
Annual expenditure on waste container provision	£165k	£70k
Annual contribution from residents	£78k	£64k
Annual contribution from WDC General Fund	£87k	£6k

5.1.4. The annual contribution from residents is predicted to almost cover the annual expenditure on waste container provision due to the dramatic reduction in demand and more effective procurement of waste containers. Since agreeing the waste container charges, WDC has procured a new contract for the supply of waste containers that has reduced costs by approx. 18%.

5.1.5. The figures above show that the scheme is currently presenting a saving against the agreed Budget. This should present a favourable outturn variance in 2016/17. The saving from 2017/18 will be incorporated within future Budget Review figures for 2017/18, with the Budget and Medium Term Financial Strategy updated accordingly.

## 6. Risks

6.1. Some of the risks identified at the time of recommending the waste container charging policy have been recognised as follows:

6.1.1. Some households have refused to pay the charges and are using their own containers, some of which do not meet health and safety standards for waste storage and collection. Suez has instructed their operatives not to empty containers that they consider unsafe to handle.

6.1.2. Charging for replacement containers after loss or damage has generated 422 expressions of dissatisfaction over the first 8 months. Eighteen of these were escalated to Stage 1 level and 4 were then escalated to Stage 2 level, all at the customer's request. To help put this number into context, there were 3045 requests for containers in the same 8 month period. The investigation of Stage 1 and Stage 2 complaints is likely to cost in excess of £5k per annum in terms of staff time if the same level of complaints continues. The cost of any involvement by the Head of Service and/or Chief Executive will be additional to this.

6.1.3. WDC is a member of the Warwickshire Waste Partnership and has a joint responsibility to help meet the targets set in the Warwickshire Waste Management Strategy. There has been a reduction of 95 tonnes in recycling collected through the kerbside recycling scheme since the introduction of the container charges when compared to the same period of time in 2015/16. It is not clear whether this can be directly attributed to the container charges. This represents a reduction of almost £4k in recycling credits received from Warwickshire County Council for this period of time.

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<sup>1</sup> This figure represents the projected income and expenditure for a full year. The income and expenditure for 2016/17 will be less due to the charging policy being introduced in June rather than the start of the financial year.

6.1.4. The income figures in this report cannot be guaranteed for future years and additional funds may be required to cover the cost of the service.

## **7. Alternative Option(s) considered**

7.1. With reduced waste container prices through more effective procurement (section 5.2.1), the level and nature of customer complaints and feedback from WDC staff there may be elements of the policy that Members wish to reconsider.

## **8. Background**

8.1. On 6<sup>th</sup> June 2016 Warwick District Council introduced a new policy to charge households for the provision of waste containers as follows:

Wheeled bin (grey and green)	£25.00
Recycling box with lid	£5.00
Lid only (for recycling box)	£1.50
Recycling bag	£2.50
Food caddy	No charge (funded by Warwickshire County Council)
Delivery Cost Per Order	£5.00

Table 1: Waste container charges introduced on 6<sup>th</sup> June 2016

	<b>Finance &amp; Audit Scrutiny Committee</b> <b>7 February 2017</b>	<b>Agenda Item No.</b> <b>10</b>
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Title	Comments from the Executive
<b>For further information about this report please contact</b>	Amy Barnes Senior Committee Services Officer 01926 456114 <a href="mailto:committee@warwickdc.gov.uk">committee@warwickdc.gov.uk</a>
<b>Service Area</b>	Civic & Committee Services
<b>Wards of the District directly affected</b>	n/a
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006</b>	No
<b>Date and meeting when issue was last considered and relevant minute number</b>	n/a
<b>Background Papers</b>	Executive – 05.01.2017

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	No
<b>Included within the Forward Plan? (If yes include reference number)</b>	No

<b>Officer/Councillor Approval</b>		
With regard to officer approval all reports <i>must</i> be approved by the report authors relevant director, Finance, Legal Services and the relevant Portfolio Holder(s).		
Officer Approval	Date	Name
Deputy Chief Executive		
Chief Executive		
CMT		
Section 151 Officer		
Legal		
Finance		
Portfolio Holders		

<b>Consultation Undertaken</b>	
n/a	
<b>Final Decision?</b>	Yes
<b>Suggested next steps (if not final decision please set out below)</b>	

## **1. Summary**

- 1.1 This report summarises the Executive's response to comments given by the Finance & Audit Scrutiny Committee on reports submitted to the Executive on 5 January 2017.

## **2. Recommendation**

- 2.1 That the responses made by the Executive be noted, as set out in Appendix 1 to the report.

## **3. Reasons for the Recommendation**

- 3.1 This report is produced to create a dialogue between the Executive and the Finance & Audit Scrutiny Committee, ensuring that the Scrutiny Committee is formally made aware of the Executive's responses.

## **4. Alternative Options Considered**

- 4.1 The Committee receives and notes the minutes of the Executive instead.

## **5. Budgetary Framework**

- 5.1 There is no impact on the budgetary framework. This is for the Committee's information only.

## **6. Policy Framework**

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

## **7. Background**

- 7.1 As part of the scrutiny process, the Committee no longer considers the whole of the Executive agenda.
- 7.2 Councillors are emailed at the time of the publication of the Executive and Scrutiny Committee agendas, asking them to contact Committee Services by 9.00 am on the day of the Scrutiny Committee, to advise which Executive items they wish the Scrutiny Committee to pass comment on and the reasons why.
- 7.3 As a result, at its meeting on 4 January 2017, the Finance & Audit Scrutiny Committee considered the items detailed in the appendices. The responses which the Executive gave are also shown.



**Responses from the meeting of the Executive held on 5 January 2017 to the Finance and Audit Scrutiny Committee's comments**

<b>Item no</b>	<b>3</b>	<b>Title</b>	<b>Council Tax Property Exemption Period</b>
<b>Scrutiny Comment</b>		Finance & Audit Scrutiny Committee accepted the recommendations in the report and noted that there were appropriate exemptions in place for; reductions in Council Tax to enable major renovation works to be undertaken; or for second homes.	
<b>Executive Response</b>		The Executive thanked the Scrutiny Committee for their comment and agreed that it was welcome that other appropriate exemptions were in place to enable major works/renovations to take place.	

<b>Item no</b>	<b>4</b>	<b>Title</b>	<b>Pre Application Charging Regime</b>
<b>Scrutiny Comment</b>		Finance & Audit Scrutiny Committee supported the recommendation in the report and noted that the wording would be revised so the exemptions are amended to apply to schemes of 90% affordable housing or greater.	
<b>Executive Response</b>		<p>The Executive agreed with the concerns of the Finance &amp; Audit Scrutiny Committee.</p> <p>It was for this reason that the proposed scheme, as set out at Appendix 1 should be amended so that only schemes that proposed 90% affordable housing or greater were exempt from pre-application charges.</p>	


<b>Item no</b>	<b>6</b>	<b>Title</b>	<b>Consultation on draft Community Infrastructure Levy (CIL) Charging Schedule</b>
<b>Scrutiny Comment</b>		<p>Finance &amp; Audit Scrutiny Committee had concerns about the proposed document as it was a technical document that was complicated and wished to ensure that the message was understood by the general public during consultation. They welcomed a further briefing/training session on CIL and the IDP for Councillors in the near future.</p> <p>The Committee were assured that prior to consultation the table in Paragraph 3.4 would be amended to reflect that it was a cost per sqm and would ensure that Whitnash was referenced as being included within Zones B&amp;D, along with the inclusion of the appropriate map demonstrating the areas A-D.</p> <p>The Committee recognised there would be Section 106 agreements contributions as well and hoped the impact of these on strategic residential developments in particular would be clear in the consultation document.</p> <p>The Committee welcomed the proposal, therefore, to include examples and scenarios within the consultation to show the true contribution from each development.</p>	

	<p>The Committee sought assurance that the Executive understood that this was for both Brownfield and Greenfield sites and that this also should be made clearer in the consultation document.</p> <p>However, the Committee at this time recognised that the important issue was to get this out for consultation to move the matter forward.</p>
<b>Executive Response</b>	<p>The Executive shared the concerns of the Scrutiny Committee that the final document needed to be clear and tidied up prior to consultation. The use of examples to illustrate points would be of value to all parties along with explanations as to why sites discounted within the local plan had been included in the revised assessment of CIL.</p>

<b>Item no</b>	7	<b>Title</b>	<b>Cloister Way Affordable Housing</b>
<b>Scrutiny Comment</b>	<p>The Committee welcomed the report and recommendations.</p>		
<b>Executive Response</b>	<p>The Portfolio Holder for Housing &amp; Property Services explained that officers had been emailed before 8.00am on 5 January 2017 to explain that three of the properties were leasehold and not freehold. The team had been surprised by this detail and that it had not been mentioned until this late stage. However, based on this it was necessary to propose amended recommendations so that it was clear the potential purchase was for freehold only and, if the properties remained as leasehold, a further report would be required back to the Executive.</p>		

<b>Item no's</b>	8	<b>Title</b>	<b>Significant Business Risk Register</b>
<b>Scrutiny Comment</b>	<p>Finance &amp; Audit Committee regretted that the Leader was not present for this item and asked for an explanation as to why the significant project that members were briefed on earlier in the week was not included in the Risk Register.</p> <p>The Committee asked for a clear timescale as to when the review of Recruitment and Retention as set out as the mitigation measures identified in Risk 2, would be brought to Members, because this had now been raised for at least 11 months.</p> <p>The Committee noted that the risk for the Local Plan was likely to reduce in light of the Planning Inspectors notification to the Council.</p>		
<b>Executive Response</b>	<p>The Executive thanked the Scrutiny Committee for their comments and were reassured that the Chief Executive would write to them outlining the timetable for the review of recruitment and retention. They also recognised that, as a result of the letter from the Planning Inspector, the risks associated with the Local Plan were likely to have dropped significantly when this was next reviewed.</p>		

<b>Item no</b>	11	<b>Title</b>	<b>Decision Made under Chief Executive's Emergency Powers</b>
<b>Scrutiny Comment</b>		Finance & Audit Scrutiny Committee supported the recommendations in the report. They raised two main questions and were assured that future proposals would address one and a robust process including Group leaders was in place for such situations which addressed the other.	
<b>Executive Response</b>		The Executive thanked the Scrutiny Committee for their comments and refreshed Councillors' memories that Members were present for determining Policy and Officers were responsible for the delivery. There was a Head of Paid Service in place, employed by the Council, and he was responsible for all staff.	

 <b>Finance &amp; Audit Scrutiny Committee – 7 February 2017</b>		<b>Agenda Item No.</b>  <h1>11</h1>
<b>Title</b>	<b>Review of the Work Programme &amp; Forward Plan</b>	
<b>For further information about this report please contact</b>	Amy Barnes Senior Committee Services Officer 01926 456114 <a href="mailto:committee@warwickdc.gov.uk">committee@warwickdc.gov.uk</a>	
<b>Wards of the District directly affected</b>	n/a	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	n/a	
<b>Background Papers</b>	n/a	

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	No
<b>Included within the Forward Plan? (If yes include reference number)</b>	n/a
<b>Equality &amp; Sustainability Impact Assessment Undertaken</b>	n/a

<b>Officer/Councillor Approval</b>		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Deputy Chief Executive		
Head of Service		
CMT		
Section 151 Officer		
Monitoring Officer		
Finance		
Portfolio Holder(s)		
<b>Consultation &amp; Community Engagement</b>		
n/a		
<b>Final Decision?</b>		Yes
<b>Suggested next steps (if not final decision please set out below)</b>		

## **1. Summary**

- 1.1 This report informs the Committee of its work programme for 2016/17 (Appendix 1) and the current Forward Plan (Appendix 2).

## **2. Recommendation**

- 2.1 Members consider the work programme 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.

## **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 If the Committee has an interest in a future decision to be made by the Executive it is within the Committee's remit to feed into the process.
- 3.3 The Forward Plan is the Executive's future work programme. If any non-Executive Member or Members highlight items which are to be taken by the Executive which they would like to be involved in, those Members can then provide useful background to the Committee when the report is submitted to the Executive and when the Committee passes comment on it.

## **4. Policy Framework**

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

## **5. Budgetary Framework**

- 5.1 All work for the Committee has to be carried out within existing resources. Therefore, there is a limit to the time available that officers will have to assist Members, so the Committee may wish to prioritise areas of investigation.

## **6. Risks**

- 6.1 This Committee contributes to the effective minimisation of risk by fulfilling its duties in a timely manner and scrutinising the work undertaken by the Executive.

## **7. Alternative Option(s) Considered**

- 7.1 The only alternative option is not to undertake this aspect of the overview and scrutiny function.

## **8. Background**

- 8.1 The five main roles of overview and scrutiny in local government are: holding to account; performance management; policy review; policy development; and external scrutiny.

- 8.2 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.
- 8.3 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.
- 8.4 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.
- 8.5 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.
- 8.6 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. The Committee may wish to give greater consideration to the reports in Section 2 of Appendix 1, to maximise the time available for Members to input into the process.

## **Finance and Audit Scrutiny Committee WORK PROGRAMME 2016**

### **7 February 2017**

1	Final report on Procurement Issues	Audit Item	Andrew Jones
2	Update on the Infrastructure Delivery plan	Scrutiny Item	Tony Ward
3	Report on the financial implications for this Council on changes to the benefits system	Scrutiny Item	Andrea Wyatt
4	Medium Term Financial Strategy – update on the support cost savings as a result of the management arrangements at Leisure Centres	Scrutiny Item	Mike Snow
5	External Auditors report	Audit Item	Mike Snow
6	Bins / waste collection update	Scrutiny	Becky Davies

### **7 March 2017**

1	Internal Audit Quarter 3 Report	Audit Item	Richard Barr
2	Annual Governance Statement Action Plan Review Quarter 3 Report	Audit Item	Richard Barr
3	Contracts Registers Reviews 2016/17 – Development Services	Scrutiny Item	Tracy Darke

### **4 April 2017**

1	Internal Audit Strategy & Plan 2016/17 – 2018/19	Audit Item	Richard Barr
2	Significant Business Risk Register	Audit Item	Richard Barr
4	2015/16 Audit Opinion Plan	Audit Item	Mike Snow / EA
5	End of Term Report	Scrutiny item	Amy Carnall / Chair
6	Risk Registers Reviews 2016/17 – Cultural Services	Audit Item	Richard Barr

### **Future Meeting Dates**

#### **2017**

31 May

27 June

25 July

30 August

26 September

31 October

28 November

#### **2018**

3 January

6 February

6 March

4 April



**Future Work Programme Items**

<b>Date</b>	<b>Contracts Registers Reviews</b>	<b>Risk Registers Reviews</b>
May 2017		
June 2017	Neighbourhood Services	
July 2017		Development Services
August 2017		
September 2017	Finance	
October 2017		Health & Community Protection



## **Warwick District Council Forward Plan February to May 2017**

**Councillor Andrew Mobbs  
Leader of the Executive**

The Forward Plan is a list of all the Key Decisions which will be taken by the Executive in the next four months. The Warwick District Council definition of a key decision is: - a decision which has a significant impact or effect on two or more wards and/or a budgetary effect of £50,000 or more.

Whilst the majority of the Executive's business at the meetings listed in this Forward Plan will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is formal notice under the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 that part of the Executive meeting listed in this Forward Plan will be held in private. This is because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. Those items which are proposed to be considered in private are marked as such along with the reason for the exclusion in the list below.

If you would like to make representations or comments on any of the topics listed below, including the confidentiality of any document, you can write to the contact officer, as shown below, at Riverside House, Milverton Hill, Royal Leamington Spa, Warwickshire, CV32 5HZ. Alternatively you can phone the contact officer on (01926) 456114. If your comments are to be referred to in the report to the Executive or Committee they will need to be with the officer 7 working days before the publication of the agenda. You can, however, make comments or representations up to the date of the meeting, which will be reported orally at the meeting. The Forward Plan will be updated monthly and you should check to see the progress of the report you are interested in.

**(842)**

## Section 1 – The Forward Plan February to May 2017

<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>If requested by Executive – date, decision &amp; minute no.</b>	<b>Date of Executive, Committee or Council meeting</b>	<b>Publication Date of Agendas</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>
<b>February 2017</b>						
General Fund 2017/18 Budgets & Council Tax (Ref 807)	To update Members on the overall financial position of the Council and consider the General Fund Revenue and Capital Budgets for the following financial year.		Executive 8/2/2017	31/1/2017	Mike Snow Cllr Whiting	
HRA Rent Setting 2017/18 (Ref 808)	To report on the proposed level of housing rents for the following year and the proposed budget.		Executive 8/2/2017	31/1/2017	Mike Snow Cllr Phillips	
Heating, Lighting and Water Charges 2017/18 – Council Tenants (Ref 809)	To propose the level of recharges to council housing tenants to recover the costs of communal heating, lighting and water supply.		Executive 8/2/2017	31/1/2017	Mike Snow Cllr Phillips	
Treasury Management Strategy (Ref 810)	To seek Member approval of the Treasury Management Strategy and Investment Strategy for the forthcoming year.		Executive 8/2/2017	31/1/2017	Mike Snow Cllr Whiting	
Housing Related Support Services (Ref 777)	To propose new Housing Related Support Services for tenants of the Council.		Executive 8/2/2017	31/1/2017	Simon Brooke Cllr Phillips	

A New Pedestrian Bridge over the River Avon at Saint Nicholas Park, Warwick (Ref 835)	To consider the possibility of a new pedestrian bridge over the River Avon at St Nicholas Park, Warwick.		Executive 8/2/2017	31/1/2017	Nick Corbett Cllr Cross Cllr Shilton	
WDC Enterprise – New Trading Arm (Ref 817)	To seek approval to establish a Local Authority Trading Company, to expand support provision whilst capitalising on existing skills to maximise income.		Executive <del>2/11/2016</del> Reason 5 <del>5/1/2017</del> Reason 5 8/2/2017	31/1/2017	Gayle Spencer Cllr Butler	
Corporate Asset Management Strategy (Ref 641)	To propose an Asset Management Strategy for all the Council's buildings and land holdings.		Executive <del>29/6/2016</del> Reason 6 <del>1/9/16</del> Reasons 3 & 5 <del>5/1/2017</del> Reasons 3 & 5 8/2/2017	31/1/2017	Bill Hunt Cllrs Mobbs, Cross, Shilton, Coker & Whiting	
Recommendations from One Stop Shop Review (Ref 812)	The report will formally ask for the recommendations from the review to be agreed.		Executive <del>5/1/2017</del> Reason 4 8/2/2017	31/1/2017	Graham Folkes-Skinner Cllr Shilton	Warwickshire County Council

### March 2017

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

New Domestic Abuse Policy (Ref 826)	To consider a Domestic Abuse Policy.		Executive 8/3/2017	28/02/2017	Simon Brooke Cllr Phillips	
Amended Housing Anti-Social Behaviour Policy (Ref 827)	To consider a revised Anti-Social Behaviour Policy.		Executive 8/3/2017	28/02/2017	Sue Sweeney Cllr Phillips	
Bereavement Services (Ref 836)	To consider the restructure of the service and Saturday working.		Executive 8/3/2107	28/02/2017	Pam Chilvers/ Rob Hoof Cllr Shilton	
Events Review (Ref 832)	To review the provision and support of events in the District.		Executive 8/3/2017	28/02/2017	Stuart Poole Cllr Butler	
Redundancy Payments – Cultural Services Reviews (Ref 838)	To seek Executive approval for redundancies as a result of service reviews.		Executive 8/3/2017	28/02/2017	Rose Winship Cllr Coker	
Review of Community Partnership Working (Ref 833)	To consider proposals for the future work of the Community Partnership working by Warwick District Council.		Executive <del>5/1/2017</del> Reason 4 <del>8/2/2017</del> Reason 5 8/3/2017	28/02/2017	Liz Young Cllr Grainger	

#### April 2017

Leamington Cemetery North Lodge (Ref 828)	To review the future use of Leamington Cemetery North Lodge.		Executive <del>5/1/2017</del> Reason 5 <del>8/2/2017</del> Reason 5 4/4/2017	27/03/2017	Rob Hoof Cllr Shilton	
Service Area Plans for 2017/18 & Annual	To approve the Council's Service Area Plans for 2017/18		Executive 4/4/2017	27/03/2017	Andrew Jones	

Performance Reports for 2016/17 (Ref 837)	and report on performance against Service Area Plans for 2016/17.				Cllr Mobbs	
Code of Procurement Practice (Ref 805)	To consider and recommend to Council an updated Code of Procurement Practice.		Executive <del>28/9/2016</del> Reason 5 <del>30/11/2016</del> Reason 5 <del>5/1/2017</del> Reason 5 <del>8/2/2017</del> Reason 5 4/4/2017	27/03/2017	John Roberts Cllr Whiting	

**May 2017** – there are no scheduled Executive meetings at this time.

## Section 2 Key decisions which are anticipated to be considered by the Council between June and September 2017

Topic and Reference	Purpose of report	If requested by Executive – date, decision & minute no.	Date of Executive, Committee or Council meeting	Publication Date of Agendas	Contact Officer & Portfolio Holder	External Consultees/ Consultation Method/ Background Papers
<b>June 2017</b>						
Fit For the Future Change Programme (Ref 839)	To update the Council's Fit For the Future Change Programme.		Executive 28/06/2017	20/06/2017	Andrew Jones Cllr Mobbs	
<b>July 2017</b>						
HQ Relocation Project – outcome of phase 1 work (Ref 801)	To consider the outcomes of the phase 1 work and, if appropriate, seek approval for commencement of the phase 2 delivery works.		Executive 26/07/2017	18/07/2016	Bill Hunt Cllrs Mobbs, Whiting, Cross, Shilton	

**August – September 2017** – there are no scheduled reports at this time.

<b>Section 3 Key decisions which are anticipated to be considered by the Council but the date for which is to be confirmed</b>						
<b>Topic and Reference</b>	<b>Purpose of report</b>	<b>History of Committee Dates &amp; Reason code for deferment</b>	<b>Contact Officer &amp; Portfolio Holder</b>	<b>Expansion on Reasons for Deferment</b>	<b>External Consultees/ Consultation Method/ Background Papers</b>	<b>Request for attendance by Committee</b>
Private Sector Housing Grants Policy (Ref 658)	To propose a revised policy for the allocation of grant funding for private residents.		Ken Bruno Cllr Phillips	This will come forward in due course once the Future of Housing Adaptations Service has been determined		TBC
Council Development Company (Ref 727)	To consider a report on establishing a Council Development Company.	<del>Executive</del> <del>9/3/2016</del> <del>2/6/2016</del> <del>Reason 2</del> <del>Reason 1</del> <del>29/6/2016</del>	Bill Hunt Cllr Phillips			
Car Parking strategy (Ref 790)	To consider the future off-street car parking needs of Leamington, Warwick and Kenilworth and how these should be addressed.	Executive <del>2/6/16</del> <del>27/7/2016</del> Reason 3	Rob Hoof Cllr. Shilton			
Revisions to the Constitution/ Delegation Agreement (Ref 819)	To request revisions to the Constitution/ Delegation Agreement with regard to the determination of Planning Applications.		Tracy Darke/Gary Fisher Cllr Cross	This is the subject of on-going discussion with key members		
Leisure Development – Phase II (Kenilworth) (Ref 803)	To agree the scope of Phase II.	Executive <del>28/9/2016</del> Reason 5	Rose Winship Cllr Coker			



HRA Asset Management and Development Policy (Ref 829)		Executive	Bill Hunt Cllr Phillips			
Strategic Opportunity Proposal (Ref 712)	To update Members on the current position. It is anticipated that this report will be, in part, Confidential by virtue of the information relating to the financial or business affairs of any particular person (including the authority holding that information).	Executive/ Council <del>03/09/15</del> <del>30/09/15</del> <del>02/12/2015</del> <del>6/4/2016</del> <del>2/6/2016</del> <del>30/11/2016</del> Reason 3 <del>5/1/2017</del> Reason 3 & 5	Chris Elliott Cllrs Mobbs, Coker, Phillips, Whiting & Cross	This item will be brought to Council on 25 January 2017, however it is not yet clear if Executive approval will be required for some aspects of the report.		
Recording and Broadcasting of Public Meetings (Ref 840)	To inform members of the research into the potential to record and broadcast all Council meetings as per the Notice of Motion to Council.	Council 29/6/2016 Executive <del>5/1/2017</del> <del>8/2/2017</del> Reason 3	Graham Leach Cllr Mobbs			
Councillors IT (Ref 841)	To report back on the work of the Councillor IT Working Party.	Executive <del>5/1/2017</del> <del>8/2/2017</del> Reason	Graham Leach Cllr Mobbs			

Section 4 – Items which are anticipated to be considered by the Executive but are NOT key decisions						
Topic and Reference	Purpose of report	If requested by Executive – date, decision & minute no.	Date of Executive, Committee or Council meeting	Publication Date of Agendas	Contact Officer & Portfolio Holder	External Consultees/ Consultation Method/ Background Papers
<b>February 2017</b>						
Rural Urban Community Initiative Scheme Applications	To consider applications for Rural and Urban Initiative Grants.		Executive 8/2/2017		Jon Dawson Cllr Whiting	
Nomination of Chair	To nominate to Council the Chair and Vice-Chairman of the Council for 2017/18.		Executive 8/2/2017		Graham Leach Cllr Mobbs	
<b>March 2017</b>						
Revised Call-in Procedure for Warwick District Council (Ref 823)	To recommend to Council a revised call-in procedure of Executive decisions for Warwick District Council.		Executive <del>5/1/2017</del> <del>8/2/2017</del> 8/3/2017		Graham Leach Cllr Mobbs	Councillors Barrott, Boad, Mrs Falp and Mobbs (Group Leaders), Overview & Scrutiny Committee (27/9/16)
<b>April 2017</b>						
Rural Urban Community Initiative Scheme Applications	To consider applications for Rural and Urban Initiative Grants.		Executive 5/4/2017		Jon Dawson Cllr Whiting	

Delayed reports:

If a report is late, officers will establish the reason(s) for the delay from the list below and these will be included within the plan above:

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

**Details of all the Council's committees, Councillors and agenda papers are available via our website [www.warwickdc.gov.uk/committees](http://www.warwickdc.gov.uk/committees)**

**The forward plan is also available, on request, in large print on request, by telephoning  
(01926) 456114**