

# **AGENDA**

**and**

## **MINUTES of BOARDS and COMMITTEES**

**to be considered  
at the meeting of the Council  
to be held at**

**THE COUNCIL HOUSE  
ATHERSTONE**

**on**

**6 DECEMBER 2017**

**at**

**6.30pm**

**Jerry Hutchinson** LLB MBA Solicitor  
**Chief Executive**  
The Council House  
South Street  
Atherstone  
North Warwickshire CV9 1DE

**This matter is being dealt with by**  
**Mr D Harris**  
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Your ref :

Our ref : DH/JB C7

Date : 28 November 2017

**To: All Members of the Council**

Dear Sir / Madam

You are hereby summoned to attend a meeting of the Council, to be held in the Council Chamber, The Council House, South Street, Atherstone on Wednesday 6 December 2017 at 6.30pm.

Members are invited to join the Mayor for prayers led by the Reverend Michael Brandsma, St Mary's Church, Atherstone, prior to the commencement of business. After prayer, the following business will be transacted:

- 1 Evacuation Procedure.
- 2 Apologies for absence / Members away on official Council business.
- 3 Disclosable Pecuniary and Non-Pecuniary Interests
- 4 The Mayor to move, in accordance with Standing Order No 6(1):  
**“That the minutes of the Meetings of the Council held on 27 September and 7 November 2017 be approved as a correct record.”**
- 5 To receive the Mayor's announcements.
- 6 To answer Questions from Members and the Public pursuant to Standing Order No. 7.
- 7 To receive and consider minutes, recommendations and notes of the following meetings circulated herewith and to make the necessary Orders thereon:
  - a **Planning and Development Board** – 9 October and 6 November 2017 (Pages 108 - 114).

- b **Community and Environment Board** – 16 October 2017 (Pages 115 - 118).
  - c **Resources Board** - 13 November 2017 (Pages 119 - 123).
  - d **Executive Board** –20 November 2017 (Pages 124 - 126).
- 8 To receive and consider any Notice of Motion under Standing Order No. 10.
- 9 To authorise the Chief Executive, in accordance with Article 13.05 of the Articles of the Constitution, to Sign and Seal, on behalf of the Council, any Orders, Deeds and Documents necessary to give effect to any resolution of the Council.

Yours faithfully

A handwritten signature in cursive script, reading "J. Hutchinson". The signature is written in black ink on a light-colored background.

Chief Executive

**MINUTES OF THE MEETING OF THE  
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE COUNCIL  
HOUSE, SOUTH STREET, ATHERSTONE ON  
WEDNESDAY 27 SEPTEMBER 2017**

Present: Councillor Waters in the Chair.

Councillors Bell, Chambers, Davey, Davis, L Dirveiks, N Dirveiks, Farrell, Ferro, Gosling, Hayfield, Henney, Humphreys, Ingram, Jarvis, Jenns, Lea, Morson, Moss, Payne, Phillips, Reilly, Simpson, Singh, Smitten, E Stanley, M Stanley, Sweet, Symonds, A Wright and D Wright

Apologies for absence were received from Councillors Clews, Hanratty, Lewis and Smith.

Before the commencement of business Becky Stevens, Rector of Nether Whitacre, led the Council in Prayer

**17 Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**18 Minutes of the meeting of Council held on 28 June 2017**

The minutes of the Meeting of the Council held on 28 June 2017 were approved as a correct record and signed by the Mayor.

**19 Mayor's Announcements**

The Mayor announced the following

- that he had attended several events in the Borough and neighbouring authorities since being elected to the post;
- that an afternoon tea event held in July had raised £800 for his Charity;
- that his Charity Golf Day held at Maxstoke Golf Club Monday 7 August had raised over £4,000;
- that an Elvis Presley Tribute Night was to be held at St Mary's Church Market Square, Atherstone on Saturday 14 October in aid of the St Mary's Roof Appeal & the Mayor's Charity; and
- that the Borough had come second in the Office of National Statistics' (ONS) annual survey of the happiest places to live.

**20 Questions Pursuant to Standing Order No. 7**

There were no Questions pursuant to Standing Order No 7.

**21 Returning Officer's Report**

The Returning Officer's Report upon the Coleshill South Ward By-Election held on Thursday 13 July 2017 was received and noted.

## 22 Minutes of Boards/Committees

### a) Area Forum (East) – 20 June and 19 September 2017

It was proposed by Councillor Bell, seconded by Councillor Hayfield and

**Resolved:**

**That the notes of the meetings of Area Forum (East) held on 20 June and 19 September 2017 be approved and adopted.**

### b) Area Forum (South) – 22 June and 14 September 2017

It was proposed by Councillor Hayfield, seconded by Councillor D Wright and

**Resolved:**

**That the notes of the meetings of Area Forum (South) held on 22 June and 14 September 2017 be approved and adopted.**

### c) Planning and Development Board – 10 July, 7 August, 4 September and 27 September 2017

It was proposed by Councillor Simpson, seconded by Councillor Sweet and

**Resolved:**

**That the minutes of the meetings of the Planning and Development Board held on 10 July, 7 August, 4 September and 27 September 2017, be approved and adopted.**

### d) Community and Environment Board – 17 July and 13 September 2017

It was proposed by Councillor Bell, seconded by Councillor Hayfield and

**Resolved:**

**That the minutes of the meetings of the Community and Environment Board held on 17 July and 13 September 2017, be approved and adopted.**

### e) Resources Board – 5 September 2017

It was proposed by Councillor D Wright, seconded by Councillor Davey and

**Resolved:**

**That the minutes of the meeting of Resources Board held on 5 September 2017, be approved and adopted.**

**f) Executive Board – 18 September 2017**

It was proposed by Councillor Humphreys, seconded by Councillor D Wright and

**Resolved:**

**That the minutes of the meeting of Executive Board held on 18 September 2017, together with the recommendations contained therein, be approved and adopted.**

**g) Area Forum (West) – 21 September 2017**

It was proposed by Councillor Jenns, seconded by Councillor D Wright and

**Resolved:**

**That the notes of the meeting of Area Forum (West) held on 21 September 2017 be approved and adopted.**

**23 Notice of Motion under Standing Order No. 10**

There were no Notices of Motion received under Standing Order No 10.

**24 The Common Seal**

It was proposed by Councillor Waters, seconded by Councillor Morson and

**Resolved:**

**That the Chief Executive be authorised to affix the Common Seal to any document as necessary to give effect to the decisions of the Council, in accordance with Article 13.05 of the Articles of the Constitution.**

**Chairman of the next ensuing meeting of the Council**

**MINUTES OF THE EXTRAORDINARY MEETING OF THE  
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE COUNCIL  
HOUSE, SOUTH STREET, ATHERSTONE ON  
TUESDAY 7 NOVEMBER 2017**

Present: Councillor Waters in the Chair.

Councillors Bell, Chambers, Clews, Davey, Davis, L Dirveiks, N Dirveiks, Farrell, Ferro, Gosling, Hanratty, Hayfield, Henney, Humphreys, Ingram, Jarvis, Jenns, Lea, Lewis, Morson, Payne, Phillips, Reilly, Simpson, Singh, Smith, Smitten, E Stanley, M Stanley, Sweet, Symonds and D Wright

Apologies for absence were received from Councillors Moss and A Wright

Before the commencement of business Canon Paul Wilson from Curdworth, led the Council in Prayer

**25 Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**26 Minutes of the meeting of the Executive Board held on 18 October 2017**

The minutes of the meeting of the Executive Board held on 18 October 2017 were circulated.

**i Minute No 43 – Housing Numbers – Government Consultation**

It was proposed by Councillor Farrell, seconded by Councillor Chambers, by way of amendment

**a That the report is noted;**

**b That an amended response to the Government’s consultation paper “Planning for the right homes in the right places” be prepared by the Assistant Chief Executive and Solicitor to the Council, and should include the comments listed below;**

**i) The Council believes that the new proposals will not address the fundamental causes of this country’s failing housing market – namely an over reliance on the private sector to build homes and to pay for the infrastructure and services required and under investment by Government in council built social housing for rent and to buy.**

- ii) These proposals do nothing to restore the pre 2012 NPPF powers of Local Government to ‘speed up’ the building process and to force developers to build on land which has already been allocated. Estimates suggest that the UK’s biggest housebuilders are sitting on 600,000 plots of land with planning permission ie. four times the total number of homes built each year. The four biggest companies in the industry (Berkeley, Barratt, Persimmon and Taylor Wimpey) account for more than 450,000 of these plots. Para 2.15 needs to be strengthened to say that unless Local Authorities are given greater powers to control build out rates on land that already has planning permission and to tackle land banking then the problems of a shortfall in housing supply cannot be addressed – nor will a “housing market” truly operate where increased supply leads to greater affordability through a fall in prices and rates of house building will still continue to be well below the national level of need.**
- iii) Both the Duty to Co-operate and the proposed ‘statement of common ground’ should be removed from planning regulations and should no longer be a requirement by Planning Inspectors for approval of a local plan. Instead the Government should ensure that each Housing Market Area develops plans that meet their own housing needs, demonstrate that full use has been made of brownfield land and that performance standards are set for filling vacant properties. Only when it has been demonstrated that their ‘Objectively Assessed Need’, cannot be met through land available to them, should the Government intervene and provide an arbitration and decision making body to provide rulings on whether it is viable, sustainable and practical for another housing market area to deliver homes for another.**
- iv) The consultation assumes that supplying more new homes will lower prices and hence make homes more affordable for those households with a lower income. However new homes only account for around 10% of purchases in any housing market – and have little influence on the overall price of a local housing market compared with land banking, low interest rates, loan finance, and help to buy schemes.**



- v) **The Government should regularise the period for Local Plans, ensuring all Local Authorities are working to the same timings so to avoid the need for plans to be changed every couple of years based on new assessments from another authority. The Government should seek to extend or reduce the length of current plans to enable this to take place.**
- vi) **The Government should allocate additional resources to local authorities for the development of infrastructure associated with economic growth and house building in a way which is sustainable and permits strategic planning over the 15 year period ie. does not depend on a bidding system . The process for securing investment associated with a local plan from private sector developers for infrastructure should include legally binding agreements that cannot be amended through viability assessments.**
- vii) **The Government should amend right to buy legislation to ensure that for every property sold under this scheme, a replacement is built. This will provide local authorities with a greater incentive to build social housing.**
- c **That the number of houses [9598] proposed in this latest draft version of the Local Plan should not be accepted as the basis for planning during this period, given the uncertainties about the estimated housing numbers needed by Birmingham. Instead the Council should use the new standardised method for estimating future housing numbers needed and a revised plan based on the numbers needed for demographic growth in the Borough alone should be submitted to a future Council meeting.**

Upon being put to the meeting the Mayor declared the amendment to be **lost**.

ii **Minute No 44 – North Warwickshire Local Plan – Draft Submission for Consultation**

It was proposed by Councillor Farrell, seconded by Councillor Sweet, by way of amendment

- a **The recommendations on the responses are not supported.**

- b** The recommended changes to the Draft Local Plan proposed in the report should not be supported and should not be incorporated into a submission version of the Local Plan.
- c** The draft submission of the North Warwickshire Local Plan should not be accepted and should not be issued for consultation. Instead the Council should:-
- i)** authorise a 'pause' in the Local Plan process to reassess housing need and explore all options for growth, which are not solely based on or constrained by the "settlement hierarchy";
  - ii)** use this 'pause' to start scoping the development of a 'garden village'/ new settlement adjacent to another authorities boundary on land to the east of the A38 within the local plan period;
  - iii)** identify and enquire of landowners in this area for potential sites of around 250 ha, additional to those already put forward through the 'call for sites';
  - iv)** set out the minimum requirements for a new settlement of a maximum of 5250 homes and 45 ha of employment land. Should housing numbers decrease, then this site should span more than one local plan period. A new settlement should include as a minimum:-
    - Access off the A38 [similar to that for the Sustainable Urban Extension in the adopted Birmingham Local Plan].
    - 30ha of outdoor recreation space
    - Two new Primary Schools
    - A new Secondary school
    - A Medical Centre, including dentists and opticians
    - A Community Hub and sports Centre with space for at least 15 retail units
    - A new employment site providing 30ha of land for research and development
    - A new small business park providing 15ha of office space
    - A new off road cycle network to link the new development to North Warwickshire and Birmingham.
    - In particular a new off road cycle route will be developed alongside the route of the A446.

- Duelling of the A446 is vital for North Warwickshire. The duelling of the entire A446 between Coleshill and J9 M42 will therefore be required as part of this development.
  - The A5 is a key strategic road within North Warwickshire and the West Midlands Region. The A5, although not directly impacted by this development, will have to be improved if North Warwickshire and the wider region are to build new homes that are sustainable.
  - Direct road access to the new Metro/ Very Light Rail station located in the Birmingham Sustainable Urban Extension.
  - A green buffer should surround the site, providing clear distinction between the site and rural countryside.
  - 40% affordable housing to include a minimum of 750 Council Homes and 250 units of supported housing
- v) Base the revised Local Plan for remaining homes and employment land on the 2014 Core Strategy allocations and remove the following sites from the site allocations plan:
- i H2 – Land to north-west of Atherstone off Whittington Lane
  - ii H3 – Land off Sheepy Road (football ground)
  - iii H7 – Land to east of Polesworth & Dordon
  - iv H13 – Land west of Robey’s Lane, adjacent Tamworth
  - v H18 – Phase 2 Dairy House Farm
  - vii H19 – Land between Church Road and Nuneaton Road, Hartshill
  - vii H20 – Land south of Coleshill Road, Ansley Common
  - viii H23 – Land off Tunnel Road, Phase 2
  - ix Reserve housing sites RH1 and RH2
- vi) Approve a *Green Belt Swap* between the land proposed for a new settlement on the east of the A38 and the sites allocated for housing around the current settlements of Atherstone, Dordon, Polesworth, Ansley Common and Hartshill.
- vii) Include the Meaningful Gap area in this *Greenbelt Swap* to protect this space from future development since changes to the green belt can only be approved as a result of the revision of a local plan.

**viii) Establish a 'Development Corporation' to promote economic growth, purchase the land and manage the development of this new settlement and site until completion in 2033.**

**ix) Produce a revised timetable for the Local Plan process with a report to be brought to a special meeting of the Executive Board and Full Council before March 2018.**

Upon being put to the meeting the Mayor declared the amendment to be **lost**.

It was then proposed by Councillor Humphreys, seconded by Councillor D Wright and

**Resolved:**

**That the minutes of the meeting of Executive Board held on 18 October 2017, together with the recommendations contained therein, be approved and adopted.**

**Chairman of the next ensuing meeting of the Council**

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

9 October 2017

Present: Councillor Reilly in the Chair.

Councillors Bell, Chambers, L Dirveiks, N Dirveiks, Farrell, Hayfield, Henney, Humphreys, Jarvis, Morson, Smitten, Symonds and A Wright

Apologies for absence were received from Councillors Jenns (substitute Councillor Humphreys), Phillips (substitute Councillor N Dirveiks), Simpson and Sweet (substitute Councillor Farrell)

#### 39 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Reilly declared a non-pecuniary interest in Minute No 42 Planning Applications (Application No 2017/0471 - Land East of 68, Vicarage Lane, Water Orton), left the meeting and took no part in the discussion. Councillor Humphreys was elected Chairman for that item.

#### 40 **Minutes**

The minutes of the meetings of the Board held on 10 July, 7 August, 4 September and 27 September 2017, copies having been previously circulated, were approved as a correct record.

#### 41 **Budgetary Control Report 2017/2018 Period Ended 31 August 2017**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2017 to 31 August 2017. The 2017/2018 budget and the actual position for the period, compared with the estimate at that date were detailed, together with an estimate of the out-turn position for services reporting to the Board.

**Resolved:**

**That the report be noted**

#### 42 **Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board. Details of correspondence received since the publication of the agenda is attached as a schedule to these minutes.

**Resolved:**

- a** That Application No 2016/0725 (Holiday Cottage at Radford, Land adj to 66 Old House Lane, Corley, CV7 8BS) be approved subject to the conditions set out in Appendix A to the report of the Head of Development Control;

**[Speaker Howard Darling]**

- b** That consideration of Application No 2017/0104 (Land 260m South East Of Northbound Motorway Services Area, Smorrall Lane, Corley), be deferred;

**[Speakers Howard Darling and Jennifer Smith]**

- c** That Application No 2017/0352 (Land East of, St Lawrence Road, Ansley) be refused for the following reasons

**“The proposal does not accord with Policy NW2 of the North Warwickshire Core Strategy 2014, as the site lies outside of the defined development boundary for Ansley and it is a development of more than ten houses. Moreover the Council has a five year housing land supply and it is considered that harm would be caused to this spatial planning policy of the Core Strategy as well as to the character of the village through the loss of open space and the cumulative impact of additional housing within the settlement, contrary to Policy NW12 of the Core Strategy.”**

**[Speakers Melvyn Lyon and Matt Wedderburn]**

- d** That the report in respect of Application No 2017/0412 (61 Coventry Road, Coleshill, Warwickshire, B46 3EA) be noted; and

- e** That Application No 2017/0471(Land East of 68, Vicarage Lane, Water Orton) be approved subject to the conditions set out in the report of the Head of Development Control.

**[Speaker Mick Lee]**

Chairman

**Planning and Development Board  
9 October 2017  
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
6/2	PAP/2017/0104	RHA	Representation	28/9/17
		Applicant	E-mail	2/10/17
		J Galloway	Objection	9/10/17
		J & G Venables	Objection	6/10/17
		R Oakes	Objection	6/10/17
6/3	PAP/2017/-352	NHS Trust	Consultation	29/9/17
		Applicant	E-mail	6/10/17

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

6 November 2017

Present: Councillor Simpson in the Chair.

Councillors Chambers, Clews, L Dirveiks, N Dirveiks, Hayfield, Humphreys, Jarvis, Jenns, Morson, Phillips, Reilly, Smitten and Sweet

Apologies for absence were received from Councillors Bell (substitute Councillor Clews), Councillor Henney (substitute Councillor N Dirveiks), Councillor Symonds (substitute Councillor Humphreys) and Councillor A Wright

Councillor Farrell was also in attendance and with the Chairman's permission spoke on Application No 2017/0104 (Land 260m South East Of Northbound Motorway Services Area, Smorrall Lane, Corley)

#### 43 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Chambers declared a pecuniary interest in Minute No 44 Planning Applications (Application No 2017/0417 - Boat Yard, Slacks Avenue, Atherstone, CV9 2AR), left the meeting and took no part in the discussion or voting thereon.

Councillors L and N Dirveiks declared non pecuniary interests in Minute No 44 Planning Applications (Application No 2017/0417 - Boat Yard, Slacks Avenue, Atherstone, CV9 2AR)

In respect of Minute No 44 Planning Applications (Application No 2017/0417 - Boat Yard, Slacks Avenue, Atherstone, CV9 2AR), the Monitoring Officer had granted the remaining Members a dispensation to consider and determine the Application.

Councillor Sweet declared a non pecuniary interest in Minute No 44 Planning Applications (Application No 2017/0467 – 52 New Street, Baddesley Ensor), left the meeting and took no part in the discussion or voting thereon.

#### 44 **Planning Applications**

Councillor Simpson vacated the Chair for Application No 2017/0104 (Land 260m South East Of Northbound Motorway Services Area, Smorrall Lane, Corley) and Councillor Reilly chaired the meeting for this item.



The Head of Development Control submitted a report for the consideration of the Board. Details of correspondence received since the publication of the agenda is attached as a schedule to these minutes.

**Resolved:**

- a i) That Application No 2017/0104 (Land 260m South East Of Northbound Motorway Services Area, Smorrall Lane, Corley), be refused for the following reason

**“The proposal represents inappropriate development within the Green Belt. It is considered that this causes significant harm and that as such the considerations put forward by the applicant do not amount to the very special circumstances to clearly outweigh this harm. The proposal does not therefore accord with policy NW3 of the North Warwickshire Core Strategy 2014 or with Section 9 of the National Planning Policy Framework 2012.”**

- ii) That a report be taken to the Executive Board on what can be done in partnership with Warwickshire County Council with regard to HGV parking in North Warwickshire

**[Speakers Christopher Galloway and Jennifer Smith]**

- b That Application No 2017/0415 (Austrey House, Orton Lane, Austrey, Atherstone, CV9 3EA) be approved subject to the conditions set out in the report of the Head of Development Control and delegated power be given to the Head of Development Control to revise condition 5;

**[Speakers Damian Gallagher and Christopher Corbett]**

- c That Application No 2017/0417 (Boat Yard, Slacks Avenue, Atherstone, CV9 2AR) be approved subject to the conditions set out in the report of the Head of Development Control;

**[Speakers Kate Gordon and Antony Webster]**

- d That Application No 2017/0467 (52, New Street, Baddesley Ensor, CV9 2DN) be approved subject to the conditions set out in the report of the Head of Development Control;

- e That having been withdrawn, Application No 2017/0517 (Moor Farm Stables, Wall Hill Road, Corley, CV7 8AP) be not determined.

45 **Appeal Update**

The Head of Development Control provided an up to date position in respect of appeal decisions.

**Resolved:**

**That the report be noted.**

46 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April - September 2017**

The Chief Executive and the Deputy Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Planning and Development Board for April to September 2017.

**Resolved:**

**That the report be noted.**

Councillor Mark Simpson  
Chairman

**Planning and Development Board  
6 November 2017  
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
4/4	PAP/2017/0104	Meeting	Note	19/10/17
		C Galloway	Objection	30/10/17
		Applicant	E-mail	3/11/17
4/36	PAP/2017/0415	M and P Wilson	Objection	5/11/17
		I Wileman	Objection	5/11/17
		R and J Parker	Objection	5/11/17
		J Reed	Objection	5/11/17
		J and J Boyle	Objection	5/11/17
4/81	PAP/2017/0517	Corley Parish Council	Objection	31/10/17
		Fillongley Parish Council	Objection	1/11/17
		Applicant	E-mail	3/11/17

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

13 October 2017

Present: Councillor Smith in the Chair

Councillors Bell, Chambers, Gosling, Jarvis, Phillips, Smitten and Waters

Apologies for absence were received from Councillors Ferro and Lewis.

Councillor Humphreys was also in attendance.

#### 19 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Gosling declared a non-pecuniary interest in Minute 22 – North Warwickshire Green Space Strategy Progress Report, by virtue of being a Director of Jellybeans Nursery and a member of the Friends of Daffern's Wood Group.

Councillor Jarvis declared a non-pecuniary interest in Minute 27 - The Arcade, Atherstone, by virtue of being an Atherstone Town Councillor and took no part in the discussion or voting thereon.

#### 20 **Minutes of the meetings of the Board held on 17 July and 13 September 2017**

The minutes of the meetings held on 17 July and 13 September 2017, copies having been previously circulated, were approved as a correct record and signed the Chairman.

#### 21 **Budgetary Control Report 2017/2018 Period Ended 30 September 2017**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2017 to 30 September 2017.

**Resolved:**

**That the report be noted.**

#### 22 **North Warwickshire Green Space Strategy Progress Report**

Members were informed of progress in respect of delivery against the priorities set out in the North Warwickshire Green Space Strategy (2008 to 2018).

**Resolved:**

**That progress in respect of the implementation of the North Warwickshire Green Space Strategy (2008 to 2018), be noted.**

**23 LEADER Programme Update**

The Assistant Director (Leisure and Community Development) updated the Board on the progress made to date in respect of delivery of the North Warwickshire and Hinckley and Bosworth LEADER programme (2015 to 2020) and notified Members of changes made to the funding application process.

**Resolved:**

**That the progress made to date in respect of delivery of the North Warwickshire and Hinckley and Bosworth LEADER programme (2015 to 2020) and the changes made to the associated funding application process be noted.**

**24 Destination Management Plan**

The Assistant Director (Leisure and Community Development) updated the Board on the work being undertaken in partnership with Hinckley and Bosworth Borough Council to develop and deliver a Destination Development Plan for the combined area.

**Resolved:**

- a That the progress made in developing and delivering the Destination Development project, which was being funded through the European Agricultural Fund for Rural Development (EAFRD), be noted; and**
- b That the content of the Destination Management Plan for North Warwickshire and Hinckley and Bosworth, be noted.**

**25 Health and Wellbeing Action Plan (2017 to 2020)**

Members were updated on the progress being made in respect of the actions identified in the approved three-year Health and Wellbeing Action Plan.

**Resolved:**

**That the progress made in respect of the delivery of commitments identified in the current Health and Wellbeing Action Plan, be noted.**

26 **Minutes of the Health and Wellbeing Working Party held on 14 September 2017**

The minutes of the Health and Wellbeing Working Party held on 14 September 2017 were received and noted.

27 **The Arcade, Atherstone**

The Assistant Director (Streetscape) presented Members with a copy of the annual report on the community use of The Arcade, Atherstone, submitted by Atherstone Town Council.

**Resolved:**

**That the Atherstone Town Council report as set out in Appendix A to the report be noted and that the Assistant Director (Streetscape) write to Atherstone Town Council to request a more detailed report on the community use of the The Arcade, Atherstone.**

28 **The Controlled Waste (England and Wales) Regulations 2012**

The Board was informed how the waste arising from different types of premises was classified under the Controlled Waste (England and Wales) Regulations 2012. The Assistant Director (Streetscape) explained the charges for collection and disposal which local authorities could apply to such waste and how waste arising from different types of non-domestic premises was charged at present by the Borough Council.

**Resolved:**

**That a further report be brought to a future meeting of the Board.**

29 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – June 2017**

Members were informed of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Community and Environment Board for April to June 2017.

**Resolved:**

**That the report be noted.**

30 **Exclusion of the Public and Press**

**Resolved:**

**That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.**

31 **Environmental Health**

The Assistant Chief Executive and Solicitor to the Council and the Assistant Director (Housing) sought the Board's approval for a restructure of the Environmental Health teams to be reported onto the Special Sub-Group.

**Recommendation to the Special Sub-Group:**

**That the restructure of the Environmental Health teams as detailed in the report of the Assistant Chief Executive and Solicitor to the Council and Assistant Director (Housing) be reported onto the Special-Sub Group for approval.**

Councillor Smith  
Chairman

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE RESOURCES BOARD

13 November 2017

Present: Councillor D Wright in the Chair

Councillors Chambers, Davey, Davis, N Dirveiks, Hayfield, Henney, Jenns and Lea

Apologies for absence were received from Councillors Moss, Simpson (Substitute Councillor Hayfield) and Waters (Substitute Councillor Jenns).

Councillor Symonds was also in attendance.

#### 40 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Hayfield declared a non-pecuniary interest in Minute No 54, Review of Private Sector Housing Team, by reason of being Chair of Special Sub-Group and took no part in the discussion or voting thereon.

#### 41 **Minutes of the Resources Board held on 5 September 2017**

The minutes of the meeting of the Board held on 5 September 2017, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

#### 42 **Capital Programme 2017/18 Period 6 Update**

The Assistant Director (Finance and Human Resources) updated Members on the progress of the 2017/18 Capital Programme in terms of expenditure up to the end of September 2017.

#### **Resolved:**

**That the progress made against the 2017/18 Capital Programme be noted.**

#### 43 **General Fund Budgetary Control Report 2017/18 – Period Ended 30 September 2017**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2017 to 30 September 2017. The 2017/18 budget and the actual position for the period, compared with the estimate at that date, were given, together with an estimate of the out-turn position for services reporting to the Board.



**Resolved:**

**That the report be noted.**

**44 Housing Revenue Account Budgetary Control Report 2017/18 – Period Ended 30 September 2017**

The Assistant Director (Finance and Human Resources) reported on the total Housing Revenue Account revenue expenditure and income for the period from 1 April to 30 September 2017.

**Resolved:**

**That the report be noted.**

**45 Internal Audit – Performance for Second Quarter 2017-18**

The Deputy Chief Executive reported on the progress of the Council's Audit function against the agreed plan of work for 2017-18.

**Resolved:**

**That the report be noted.**

**46 Coleshill Town Council – CASPER Request for Financial Assistance**

The Assistant Director (Streetscape) presented a request from Coleshill Town Council to utilise the site of the former automatic public toilet on High Street, Coleshill, for an Art Space along with a capital funding contribution to the project and revenue support for the ongoing use by the public of the toilets in the Town Hall building.

**Resolved:**

- a That an annual licence for Coleshill Town Council in relation to the land on High Street, Coleshill on which the automatic public toilet was previously sited be granted;**
- b That the request for a level of annual revenue support from North Warwickshire Borough Council to Coleshill Town Council in respect of ongoing public convenience provision be refused.**
- c That the request for a level of capital support from North Warwickshire to the CASPER art project be refused.**

**47 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – September 2017**

The Chief Executive and Deputy Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Resources Board for April to September 2017.

**Resolved:**

**That the report be noted.**

**48 Treasury Management Update 2017/18**

The Deputy Chief Executive reported on the Treasury Management activity for the period up to the end of September 2017.

**Resolved:**

**That the Treasury Management activity for the period up to the end of September 2017 be noted.**

**49 Exclusion of the Public and Press**

**Resolved:**

**That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.**

**50 Procurement of a Replacement Revenues and Benefits System**

The Assistant Chief Executive (Community Services) provided information to the Board in relation to the recommendations resulting from the completion of the next stage of the shared service work plan to undertake a project to evaluate the estimated cost and anticipated business benefits of moving to a common ICT platform.

**Recommended to the Executive Board**

- a That the decision to procure the CIVICA Revenues and Benefits System for the reasons outlined in the report be approved; and**
- b The proposal to use earmarked reserves held to progress the business case that will deliver a revenue saving of £50,000 per annum from April 2019 onwards**

**which will be a contribution towards the Councils overall savings strategy be agreed.**

**51 Request to Lift Covenant in Kingsbury**

The Assistant Director (Housing) provided information about a request from a group of residents at Kingsbury to lift the covenant to allow development of the White Swan Public House Car Park.

**Resolved:**

**That the request from a group of residents at Kingsbury to lift the covenant to allow development of the White Swan Public House Car Park be declined.**

**52 Request to Purchase Land in Polesworth**

The Assistant Director (Housing) set out a request to purchase a piece of land at the rear of Coronation Avenue, Polesworth.

**Resolved:**

**That the request to purchase the land at Coronation Avenue, Polesworth as set out in Appendix A of the report of the Assistant Director (Housing) be declined.**

**53 Land at Birchley Heath**

The Assistant Director (Housing) informed the Board about the condition of the access road outside The Rookery, Birchley Heath and Members were asked to consider the future repairing responsibilities.

**Recommended:**

**That the condition of the road be acknowledged and the Assistant Director (Housing), in consultation with the Chairman of Resources Board, seek legal advice regarding the Council's responsibilities.**

**54 Review of Private Sector Housing Team**

The Assistant Director (Housing) sought Member approval for a restructure of the Private Sector Housing Team.

**Recommended to the Special Sub-Group**

**That the restructure of the Private Sector Housing Team, outlined in the report of the Assistant Director (Housing) be approved.**

55 **Irrecoverable Local Taxation**

The Assistant Chief Executive (Community Services) detailed the amounts recommended for write-offs in accordance with the write-off policy agreed by the Resources Board on 23 May 2016.

**Resolved:**

- a **That the write off of a balance over £5,500 totalling £12,832.31 in respect of unpaid Non Domestic Rates, as outlined in Appendix A of the report of the Assistant Chief Executive (Community Services), be noted; and**
- b **That the total amount of write-offs summarised in Appendix B of the report of the Assistant Chief Executive (Community Services) be noted.**

D Wright  
CHAIRMAN

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE EXECUTIVE BOARD

20 November 2017

Present: Councillor Humphreys in the Chair

Councillors Chambers, Davey, Farrell, Gosling, Hayfield, Phillips, Simpson, Smith and D Wright

45 **Declarations of Personal or Prejudicial Interest.**

None were declared at the meeting.

46 **Minutes of the meetings of the Board held on 18 September and 18 October 2017.**

The minutes of the meetings of the Board held on 18 September and 18 October 2017, copies having been circulated, were approved as a correct record and signed by the Chairman.

47 **2016/17 Annual Audit Letter**

The Deputy Chief Executive submitted the 2016/17 Annual Audit Letter received from the Council's external auditors, Ernst & Young LLP.

**Recommended:**

**That the report presented as Appendix A be noted.**

48 **Key Corporate Issues**

The Chief Executive drew Members' attention to the key Corporate issues facing the Council in the mid-term future. He sought to assist Members in addressing these issues during the finalisation of the 2018/19 Corporate Plan and Budget and thereafter.

**Recommended:**

**That the issues raised in the report of the Chief Executive be taken into consideration by Members when preparing the Corporate Plan and Budget for 2018/19 and beyond.**

49 **Budgetary Control Report 2017/18 – Period Ended 31 October 2017**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2017 to 31 October 2017. The 2017/18 budget and the actual position for the period, compared with the estimate at that date, were given, together with an estimate of the out-turn position for services reporting to the Board.

**Resolved:**

**That the report be noted.**

50 **Calendar of Meetings 2018/19**

The Chief Executive submitted a draft calendar of meetings for 2018/19 for approval.

**Recommended:**

**That the draft calendar of meetings for 2018/19 as submitted at Appendix A to the Chief Executive's report be approved.**

51 **2018 Parliamentary Boundary Review**

The Chief Executive invited the Board to consider the Council's response to the Boundary Commission's latest report published on 17 October 2017 in respect of the 2018 Parliamentary Boundary Review for North Warwickshire.

**Recommended:**

- a **That the Council confirms its support for the latest proposals published on 17 October 2017 for the North Warwickshire Constituency as set out in the report of the Chief Executive; and**
- b **That the Chief Executive be authorised to write to the Boundary Commission accordingly.**

52 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – September 2017**

The Chief Executive and Deputy Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Executive Board for April to September 2017.

**Resolved:**

**That the report be noted.**

**53 Standards Committee Arrangements**

The Chief Executive and the Monitoring Officer reported on proposed amendments to the Council's arrangements for considering complaints under the Member Code of Conduct.

**Recommended:**

**That the revised arrangements detailed in the report of the Chief Executive and the Monitoring Officer for the investigation of complaints be adopted.**

**54 Exclusion of the Public and Press**

**Resolved:**

**That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A to the Act.**

**55 Procurement of a Replacement Revenues and Benefits System**

The Board was invited to consider the proposed procurement of a replacement Revenues and Benefits System. The matter had been considered and agreed by the Resources Board at its meeting on 13 November 2017.

**Recommended:**

- a That the decision to procure the CIVICA Revenues and Benefits System for the reasons outlined in the report of the Assistant Chief Executive (Community Services) be approved; and**
- b That provision be made to use earmarked reserves held to progress the business case that will deliver a revenue saving of £50,000 per annum from April 2019 onwards which will be a contribution towards the Councils overall savings strategy.**

David Humphreys  
Chairman