

To: Leader and Members of the Executive Board

(Councillors D Wright, Barnett, Bell, Clews, Jackson, H Phillips, Reilly, Ridley, Ririe, Simpson, Stuart, Symonds, M Watson and S Watson

For the information of other Members of the Council

For general enquiries please contact the Democratic Services Team on 01827 719221 or via e-mail – democraticservices@northwarks.gov.uk

For enquiries about specific reports please contact the officer named in the reports.

The agenda and reports are available in large print and electronic accessible formats if requested.

EXECUTIVE BOARD AGENDA

10 JUNE 2025

The Executive Board will meet in The Chamber, The Council House, South Street, Atherstone on Tuesday, 10 June 2025 at 6.30pm.

The day after the meeting a recording will be available to be viewed on the Council's YouTube channel at [NorthWarks - YouTube](#).

AGENDA

- 1 Evacuation Procedure.**
- 2 Apologies for Absence / Members away on official Council business.**
- 3 Disclosable Pecuniary and Non-Pecuniary Interests.**

4 **Public Participation**

Up to twenty minutes will be set aside for members of the public to put questions to elected Members.

Members of the public wishing to address the Board must register their intention to do so by 9:30am two working days prior to the meeting. Participants are restricted to five minutes each.

If you wish to put a question to the meeting, please register by email to democraticservices@northwarks.gov.uk or telephone 01827 719221 / 719237 / 719226.

Once registered to speak, the person asking the question has the option to either:

- a) attend the meeting in person at the Council Chamber;
- b) attend remotely via Teams; or
- c) request that the Chair reads out their written question.

If attending in person, precautions will be in place in the Council Chamber to protect those who are present however this will limit the number of people who can be accommodated so it may be more convenient to attend remotely.

If attending remotely an invitation will be sent to join the Teams video conferencing for this meeting. Those registered to speak should dial the telephone number and ID number (provided on their invitation) when joining the meeting to ask their question. However, whilst waiting they will be able to hear what is being said at the meeting.

- 5 **Minutes of the Executive Board held on 17 March 2025** – copies herewith, to be approved as a correct record and signed by the Chairman.

ITEMS FOR DISCUSSION AND DECISION (WHITE PAPERS)

- 6 **Safeguarding Update** – Report of the Interim Director of Leisure and Community Development

Summary

This report briefly updates Members on the Authority's progress in respect of its safeguarding responsibilities, and a revised policy has been produced for consideration by the Board. A copy of the revised Policy is attached at Appendix A.

The Contact Officer for this report is Becky Evans (719346).

- 7 **Update on Grants** – Report of the Interim Director of Leisure and Community Development

Summary

This report informs Members of the progress made in respect of delivery to internal grant schemes.

The Contact Officer for this report is Becky Evans (719346).

- 8 **Corporate Peer Challenge** – Report of the Chief Executive

Summary

This report asks the Board to note the action plan following the Corporate Peer Challenge (CPC).

The Contact Officer for this report is Steve Maxey (719438).

- 9 **Caldecote Community Governance Review** - Report of the Chief Executive

Summary

This report asks the Board to recommend to Council that a Community Governance review for Caldecote and part of Hartshill be undertaken.

The Contact Officer for this report is Steve Maxey (719438).

- 10 **Appointment to Working Groups** - Report of the Chief Executive

Summary

This report asks the Board to appoint representatives to two Working Groups established by this Board.

The Contact Officer for this report is Steve Maxey (719438).

- 11 **Metal Detecting Policy** – Report of the Head of Legal Services

Summary

The report seeks to approve the Metal Detecting Policy.

The Contact Officer for this report is Sofia Ali (719251).

- 12 **Minutes of the Safer Communities Sub-Committee** held on 25 March 2025 – copies herewith.

13 **Exclusion of the Public and Press**

To consider, in accordance with Section 100A(4) of the Local Government Act 1972, whether it is in the public interest that 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.

14 **Staffing Matters** - Report of the Chief Executive

The Contact Officer for this report is Steve Maxey (719438).

15 **Local Government Reorganisation and Devolution Update** – Verbal Update by Leader of the Council and Chief Executive

The Contact Officer for this report is Steve Maxey (719438).

16 **Exempt Extract of the Minutes of the meeting of the Executive Board held on 17 March 2025** – copy herewith to be approved as a correct record and signed by the Chairman,

STEVE MAXEY
Chief Executive

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

17 March 2025

Present: Councillor D Wright in the Chair

Councillors Barnett, Bell, Jenns, H Phillips, Reilly, Ridley, Ririe, Simpson, Symonds, and Whapples

An apology for absence was received from Councillor Clews (Substitute Councillor Jenns)

Councillors Davey, Humphries, Melia, Osborne and Stuart were also in attendance.

66 Declarations of Personal or Prejudicial Interest

None were declared at the meeting.

67 Minutes of the Executive Board held on 10 February 2025

The minutes of the meeting of the Board held on 10 February 2025, copies having been circulated, were approved as a correct record and signed by the Chairman.

68 Local Development Scheme (LDS) February 2025

The Chief Executive sought approval for a revised up to date Local Development Scheme.

Resolved:

That the Local Development Scheme be approved.

69 Contract Standing Orders

The Head of Corporate Services sought approval for the revised Contract Standing Order (CSOs).

Recommended:

That the updated Contract Standing Orders, attached at Appendix 1 to the report of the Head of Corporate Services, be approved.

70 Pay Policy Statement 2025/26

The Interim Corporate Director – Resources (Section 151 Officer) sought adoption of the Pay Policy Statement 2025/26. It was a requirement under Section 38 of the Localism Act 2011 for Councils to have and to publish a Pay Policy Statement, agreed by full Council, which was subject to review at least annually. The report detailed the purpose for and the areas to be covered in the Pay Policy Statement.

Recommended:

That the Pay Policy Statement 2025/26 be adopted.

71 Corporate Plan Performance Update

The Chief Executive asked the Board to note the Corporate Plan Performance Update and identify any areas where further information was required.

Resolved:

That the Corporate Plan Performance Update be noted.

72 Corporate Plan 2023-27 : Annual refresh 2025

The Chief Executive recommended to the Board the 2025 annual refresh of the Council's 2023-27 Corporate Plan.

Recommended:

- a That the main issues set out in the Appendix to the report of the Chief Executive be agreed as the basis for the 2025 Corporate Plan Annual refresh; and**
- b That the Chief Executive be given delegated authority to finalise the format of the Plan.**

73 English Devolution and Local Government Reorganisation

The Chief Executive asked Members to recommend, for Council's approval, the Interim Plan regarding unitary local government.

Recommended:

- a That the Interim Plan be agreed; and**
- b That the Chief Executive, in consultation with the Leader of the Council, be given delegated powers to make any necessary amendments to the Interim Plan ahead of submission to Government.**

74 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.

75 Performance Management

The Head of Corporate Services provided Members with an update to the Power BI dashboard.

Resolved:

That the recommendations set out in the report of the Head of Corporate Services be agreed.

76 Housing Development

The Management Team and the Director of Housing sought agreement to progressing with a housing development.

Resolved:

That the recommendations set out in the report of the Management Team and the Director of Housing be agreed.

77 Amendment to Agreement

The Interim Corporate Director – Resources and Section 151 Officer sought a review of a current agreement.

Resolved:

That recommendation (a) set out in the report of the Interim Corporate Director – Resources and Section 151 Officer be agreed; and

Recommended:

That Full Council accepts the recommendation of Executive Board as set out in the report of the Interim Corporate Director – Resources and Section 151 Officer.

78 Exempt extract of the Minutes of the meeting of the Executive Board held on 10 February 2025.

The exempt extract of the Minutes of the meeting of the Executive Board held on 10 February 2025, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

D Wright
CHAIRMAN

Agenda Item No 6

Executive Board

10 June 2025

Report of the Interim Director of Leisure and Community Development

Safeguarding Update

1 Summary

- 1.1 This report briefly updates Members on the Authority's progress in respect of its safeguarding responsibilities, and a revised policy has been produced for consideration by the Board. A copy of the revised Policy is attached at Appendix A.

Recommendation to the Board

- a That Members note the Authority's progress in respect of its safeguarding responsibilities, further to the adoption of its Safeguarding Policy and Procedure (2022 to 2025) in June 2023; and**
- b That the Safeguarding Policy and Procedure (2025 to March 2028), attached at Appendix A to the report, be adopted and implemented with immediate effect.**

2 Consultation

- 2.1 Consultation has taken place with relevant Members and any comments received will be reported at the meeting.

3 Introduction

- 3.1 Safeguarding is everyone's responsibility. The Council seeks to ensure that its elected Members, employees and everyone associated with providing its services take reasonable steps to protect and safeguard children, young people and vulnerable adults from harm, discrimination or degrading treatment and that their rights, wishes and feelings are respected.

- 3.2 The current Safeguarding Policy and Procedure (2022 to 2025) was adopted by the Executive Board in June 2023. A revised Policy and Procedure for 2025 to 2028 is attached at Appendix A.

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4 Policy Updates

- 4.1 As of 3 March 2025, the Children and Families Front Door has been replaced with Family Connect.

- 4.2 Family Connect no longer accepts written referrals, except from emergency services, and all new referrals relating to children and young people from professionals and the public should be made by telephone on 01926 414144.
- 4.3 Before calling Family Connect, the following information should be sought to ensure a comprehensive referral:
- Child Details - All known details about the child.
 - Family Composition - Including siblings and, if possible, extended family members and anyone important in the child's life.
 - Nature of Concern - The nature of the concern and its immediacy.
 - Previous Support - Details of any work/support provided to the child or family to date.
 - Parental Notification - Whether parents/carers have been informed of the concern. Consent from the parent/carer is required unless it places the child at further risk.

5 Training

- 5.1 Until recently, the Borough Council has offered all of its employees and Members training related to the safeguarding of children, young people and vulnerable adults delivered in a single course by the in-house Safeguarding Leads. Currently this training is provided by an external provider.
- 5.2 In accordance with the provisions of the Safeguarding Policy and Procedure, training is also provided for all elected Members once during each four-year political cycle. Specific training for Members was delivered by in-house Safeguarding Leads in October 2023. Members who did not attend that session will continue to be invited to attend staff training.
- 5.3 Following an update to the Policy in relation to suicides, Safeguarding Leads have been delivering safeguarding briefings to individual team meetings across the authority.
- 5.4 In partnership with Public Health and Nuneaton and Bedworth Borough Council, the Authority held a "Mental Health Re-set" during Mental Health Awareness Week. Following a number of deaths by suicide across the two boroughs, a video was produced for all employees to watch which highlights key information and support available in relation to mental health, using "if this speaks to you, please speak to us" to encourage employees to seek support when they need it.

6 Safeguarding Partnership Boards

- 6.1 In previous years, the countywide arrangements for safeguarding adults and children were overseen by the Warwickshire Safeguarding Partnership. This was an integrated arrangement for children and adults within a single model to allow for a family focussed approach to working across the safeguarding landscape.

6.2 As of 1 September 2024, Warwickshire Safeguarding split to form two separate partnerships:

- Warwickshire Safeguarding Children Partnership (WSCP)
- Warwickshire Safeguarding Adults Board (WSAB)

6.3 **Warwickshire Safeguarding Children Partnership**

6.3.1 Warwickshire Safeguarding Children Partnership provides a new integrated model for safeguarding children to allow for a family focused approach to safeguarding.

6.3.2 The new partnership model builds on the strengths of an increased multi-agency collaboration to enable the partnership to develop new ways of working, avoid duplication, and improve outcomes for children and young people.

6.3.3 The Warwickshire Safeguarding Children Partnership model is governed by the following structure:

- Warwickshire Safeguarding Children Partnership Executive Group
Accountable body for safeguarding children and young people; setting the strategic vision and priorities of the partnership
- Warwickshire Safeguarding Children Partnership Group
Responsible for the operational delivery of the partnership priorities and vision as well as driving quality, learning and improvement work
- Six Groups
Multi Agency Leadership Groups of Families First, Safeguarding Review Group, Education Safeguarding Group, Learning & Development, and Adolescent Safeguarding Group. These groups will report to the Partnership Group and link into the wider partnership work
- Two Subgroups
Safeguarding Community of Practice Subgroup, and Priority Practice Subgroup (Neglect). These groups will feedback into the Groups and link into the wider partnership work

6.4 **Warwickshire Safeguarding Adults**

6.4.1 Warwickshire Safeguarding Adults Board (WSAB) is a multi-agency partnership which has statutory functions under the Care Act 2014. Its purpose is to co-ordinate and ensure the effectiveness of what each of its members does to help protect adults in Warwickshire who meet the criteria for safeguarding as set out in the Care Act 2014, that is an adult who:

- Has needs for care and support
- Is experiencing, or is at risk of, abuse or neglect; and
- As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect. Safeguarding means protecting an adult's right to live in safety, free from abuse and neglect.

6.4.2 Warwickshire Safeguarding Adults Board partnership consists of both statutory and non-statutory organisations. Members are senior leaders from organisations responsible for effective multi-agency practice, policy, and procedures to safeguard adults from abuse.

6.4.3 The Warwickshire Safeguarding Adults Board has responsibility for coordinating the strategic development of adult safeguarding across Warwickshire and to ensure the effectiveness of the work undertaken by Partner Agencies in the area to safeguard and promote the wellbeing of adults at risk of abuse or neglect.

7 Report Implications

7.1 Finance and Value for Money Implications

- 7.1.1 There is no financial implication arising directly from this report. Budgetary provision exists to support the training and DBS checks.
- 7.1.2 The Borough Council also makes a financial contribution of £4,145 per annum to support the activity of Warwickshire Safeguarding.

7.2 Safer Communities Implications

- 7.2.1 The protection of children, young people and vulnerable adults from all forms of abuse, and the safeguarding of those Borough Council employees and Members who come in to contact with these groups, are the primary aims of the Safeguarding Policy and Procedure.

7.3 Legal, Data Protection and Human Rights Implications

- 7.3.1 The Council has a duty under Section 11 of the Children Act 2004 (as amended in 2017) to ensure that it considers the need to safeguard and promote the welfare of children and young people when carrying out its functions, including the need to work with other agencies to achieve this.
- 7.3.2 The duties to safeguard adults with care and support needs are set out in Part 1 of the Care Act 2014. Further obligations are set out in the Domestic Abuse Act 2023. The Mental Capacity Act 2005 provides the legal framework for acting and making decisions on behalf of people (aged 16 or over) who lack the mental capacity to make particular decisions for themselves.

7.3.3 The appended Safeguarding Policy and Procedure set out the steps that the Council takes to protect children, young people and vulnerable adults from harm, discrimination and/or degrading treatment. It also ensures that the Council is taking appropriate action in line with its duties as a “Warwickshire Safeguarding Relevant Agency”. As with all such policies, the Council must ensure that the content is kept under review and updated to reflect any changes to legislation, guidance, or arrangements for delivery of services, and to incorporate learning from this and other authorities in implementing the duty.

7.4 Environment, Climate Change and Health Implications

7.4.1 All vulnerable people have the right to protection from abuse, regardless of their gender, ethnicity, disability, sexuality or beliefs. The Authority’s Safeguarding Policy and Procedure helps to ensure that appropriate action is taken and recognises that the protection and safeguarding of children, young people and vulnerable adults are of paramount importance to the Authority. The Policy identifies various procedures that need to be followed to ensure that vulnerable people in the care of the Authority are protected from abuse.

7.4.2 The Safeguarding Policy and Procedure seeks to ensure that vulnerable people can live healthy, abuse-free lives. All staff and Councillors have a responsibility to be aware of the signs and symptoms of abuse and to act upon any allegations or suspicions.

7.5 Human Resources Implications

7.5.1 The Safeguarding Policy and Procedure seeks to protect all staff and Councillors that work or engage with vulnerable people. Members of staff who are engaged in “regulated activity” will be subjected to a DBS check prior to their formal appointment. All North Warwickshire Borough Council employees and Members, regardless of their role, are required to undertake the Authority’s safeguarding training to ensure that they are alert to abuse, know how to respond to any perceived concerns and understand that safeguarding is everyone’s responsibility.

7.5.2 Additional protection for vulnerable people is provided through implementation of the Borough Council’s Safer Recruitment Policy.

7.6 Risk Management Implications

7.6.1 There are no direct risks consequent upon the services identified within this report.

7.7 Equalities Implications

7.7.1 The Council, its Members and staff have a responsibility to protect children, young people and vulnerable adults from harm and abuse.

7.7.2 People who have committed offences towards children, young people or vulnerable adults will only be considered for employment or volunteering opportunities in accordance with the Rehabilitation of Offenders Act, 1974. This will require a risk assessment and a Disclosure and Barring Service check to be undertaken in order to ensure that ex-offenders are not considered for work or activities that would pose a risk of harm to vulnerable people.

7.8 Links to Council's Priorities

7.8.1 The Safeguarding Policy and Procedure has direct and positive links to the following corporate priorities:

- Safe, liveable, locally focused communities
- Prosperous and healthy
- Efficient organisation

7.8.2 Additionally, the Policy and Procedure contributes directly to the attainment of the priorities of the Sustainable Community Strategy to:

- Raise aspirations, education attainment and skill levels
- Develop healthier communities
- Improve access to services

The Contact Officer for this report is Becky Evans (719346).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No.	Author	Nature of Background Paper	Date
1	Director of Leisure and Community Development	Report to Executive Board (Safeguarding Update)	Feb 2024

Safeguarding Policy and Procedure

DRAFT

2025 to 2028



North Warwickshire
Borough Council

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Appendix A Saying the Right Thing

1 Introduction

North Warwickshire Borough Council is committed to the protection and safeguarding of children, young people and adults at risk. This Policy documents the arrangements for safeguarding activity and outlines the Authority's responsibilities and procedures for its employees and elected Members.

Safeguarding is everyone's responsibility, and the Borough Council will ensure that its employees, elected Members and everyone associated with the provision of its services will take all reasonable steps to protect and safeguard children, young people and adults at risk from harm, discrimination or degrading treatment and ensure that their rights, wishes and feelings will be respected.

This Policy should be read in conjunction with the following policies and procedures:

- Working Together to Safeguard Children 2023
- Children and Social Work Act 2017
- The Care Act 2014
- Mental Capacity Act (Including Deprivation of Liberty Safeguards) 2005
- Children Act 2004
- Human Rights Act 1998
- Warwickshire Safeguarding Strategic Plan
- Warwickshire Safeguarding Exploitation Strategy

The Policy will be reviewed annually, and related reports will be presented to the Executive Board.

2 Definitions

2.1 Child Protection

Safeguarding and promoting the welfare of children is defined as:

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes

(Source: Working Together 2018 and the Children and Social Work Act 2017)

A "child" is defined as any young person under the age of 18 years (including unborn children).

2.2 Adult Safeguarding

This involves people and organisations working together to stop abuse and neglect occurring and intervening effectively in situations where there is risk of abuse or neglect, or where abuse is seen to be taking place. The Care Act 2014 sets out a clear legal framework for how local authorities and other parts of the system should protect adults at risk of abuse or neglect. An “adult at risk” is any adult, aged 18 years or over, who:

- Has a need for care and support (whether or not the local authority is meeting any of those needs) and;
- Is experiencing, or at risk of, abuse or neglect; and
- As a result of those care and support needs, is unable to protect themselves from either the risk, or the experience, of abuse or neglect

“Care and support” are the mixture of practical, financial and emotional support for adults who need extra help to manage their lives and be independent, including older people, people with a disability or long-term illness, people with mental health problems and carers. Care and support include an assessment of people’s needs, provision of services and the allocation of funds to enable a person to purchase their own care and support. It could include care home, home care, personal assistants, day services, or the provision of aids and adaptations (Care Act 2014).

When supporting an adult at risk it is essential that their wishes are understood and acknowledged. This is critical to ensuring that the approach that an Officer or an organisation takes is the right one. This is called “making safeguarding personal”. Making safeguarding personal is about talking people through the options they have and what they want to do about their situation. Before deciding what needs to be done, the views of the adult at risk need to be explored and understood.

3 Responsible Officers and Partnership Arrangements

Whilst safeguarding is everyone's responsibility, the Authority has named Responsible Officers who undertake specific corporate roles:

Officer	Responsibility
Interim Director of Leisure and Communities	Ensures that the organisation deals with allegations relating to children in accordance with the Warwickshire Safeguarding and the Borough Council's policies
Director of Housing	Ensures that the organisation deals with allegations relating to adults in accordance with the Warwickshire Safeguarding and the Borough Council's policies Attendance at the Warwickshire Safeguarding meetings and lead on related partnership working Liaison with Warwickshire Safeguarding regarding allegations made against staff
Communities Manager	Ensures that the organisation deals with allegations relating to children in accordance with the Warwickshire Safeguarding and the Borough Council's policies Attendance at the Warwickshire Safeguarding meetings and lead on related partnership working Liaison with Warwickshire Safeguarding regarding allegations made against staff Monitor child safeguarding referrals and provide advice and support to staff making a referral
Housing Strategy and Development Officer	Ensures that the organisation deals with allegations relating to adults in accordance with the Warwickshire Safeguarding and the Borough Council's policies Monitor adult safeguarding referrals and provide advice and support to staff making a referral

Elected Members

The Council has a Member Safeguarding Champion. It is the role of the Member Champion to assist in ensuring that elected Members are aware of the Council's safeguarding responsibilities and that Councillors evidence leadership in all aspects of the safeguarding and protection of children, young people and adults at risk. This includes ensuring that all elected Members attend the internal safeguarding training once within each four-year political cycle.

3.1 Safeguarding Partnership Boards

Warwickshire Safeguarding consists of two separate partnerships:

- Warwickshire Safeguarding Children Partnership (WSCP)
- Warwickshire Safeguarding Adults Board (WSAB)

3.1.1 Warwickshire Safeguarding Children Partnership

Warwickshire Safeguarding Children Partnership provides a new integrated model for safeguarding children to allow for a family focused approach to safeguarding.

The new partnership model builds on the strengths of an increased multi-agency collaboration to enable the partnership to develop new ways of working, avoid duplication, and improve outcomes for children and young people.

The Warwickshire Safeguarding Children Partnership model is governed by the following structure:

- *Warwickshire Safeguarding Children Partnership - Executive Group*
Accountable body for safeguarding children and young people; setting the strategic vision and priorities of the partnership
- *Warwickshire Safeguarding Children Partnership*
Group responsible for the operational delivery of the partnership priorities and vision as well as driving quality, learning and improvement work
- *Six Groups*
Multi Agency Leadership Groups of Families First, Safeguarding Review Group, Education Safeguarding Group, Learning & Development, and Adolescent Safeguarding Group. These groups will report to the Partnership Group and link into the wider partnership work
- *Two Subgroups*
Safeguarding Community of Practice Subgroup, and Priority Practice Subgroup (Neglect). These groups will feedback into the Groups and link into the wider partnership work

3.1.2 Warwickshire Safeguarding Adults

Warwickshire Safeguarding Adults Board (WSAB) is a multi-agency partnership which has statutory functions under the Care Act 2014. Its purpose is to co-ordinate and ensure the effectiveness of what each of its members does to help protect adults

in Warwickshire who meet the criteria for safeguarding as set out in the Care Act 2014, that is an adult who:

- Has needs for care and support
- Is experiencing, or is at risk of, abuse or neglect; and
- As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect. Safeguarding means protecting an adult's right to live in safety, free from abuse and neglect.

Warwickshire Safeguarding Adults Board partnership consists of both statutory and non-statutory organisations. Members are senior leaders from organisations responsible for effective multi-agency practice, policy, and procedures to safeguard adults from abuse.

The Warwickshire Safeguarding Adults Board has responsibility for coordinating the strategic development of adult safeguarding across Warwickshire and to ensure the effectiveness of the work undertaken by Partner Agencies in the area to safeguard and promote the wellbeing of adults at risk of abuse or neglect.

3.2 Family Connect

As of 3 March 2025, the Children and Families Front Door has been replaced with Family Connect.

Family Connect no longer accepts written referrals, except from emergency services, and all new referrals from professionals and the public should be made by telephone on 01926 414144.

Before calling Family Connect, the following information should be sought to ensure a comprehensive referral:

- Child Details: All known details about the child.
- Family Composition: Including siblings and, if possible, extended family members and anyone important in the child's life.
- Nature of Concern: The nature of the concern and its immediacy.
- Previous Support: Details of any work/support provided to the child or family to date.
- Parental Notification: Whether parents/carers have been informed of the concern. Consent from the parent/carer is required unless it places the child at further risk.

Further information is available at www.safeguardingwarwickshire.co.uk

Contact details for the Warwickshire Children and Families Connect:

01926 414144 (Monday to Thursday 8.30am to 5.30pm, Friday 8.30am to 5.00pm)
01926 886922 (out of hours)

3.3 Relevant Legislation

The Children and Social Work Act 2017 introduced new, flexible arrangements for safeguarding children. The County Council, Chief Officer for Police and Clinical Commissioning Groups have an equal and shared duty to work together in partnership with other relevant agencies to safeguard and promote the welfare of all children in a local area.

The Borough Council has a duty under Section 11 of the Children Act 2004 to ensure that it considers the need to safeguard and promote the welfare of children when carrying out its functions and that it will act as part of the Warwickshire Safeguarding arrangements.

The Care Act 2014 requires the establishment of a Safeguarding Adults Board comprising the County Council, Chief Officer for Police and Clinical Commissioning Groups to assure itself that local safeguarding arrangements and partners act to help and protect adults in the locality.

4 Types of Abuse

Within child protection and adult safeguarding, there are various forms of abuse:

Child Protection	Adult Safeguarding
Physical Abuse	Physical Abuse
Emotional Abuse	Emotional Abuse
Sexual Abuse	Sexual Abuse
Neglect	Neglect (both self-neglect and neglect by others)
	Institutional Abuse
	Discriminatory Abuse
	Financial Abuse

4.1 Physical Abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm.

Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

4.2 Emotional Abuse

Emotional abuse is persistent emotional maltreatment such as to cause severe and persistent adverse effects.

It may involve conveying someone as worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving them the opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate.

It may involve seeing or hearing the ill-treatment of another. It may involve humiliation, harassment, verbal abuse, serious bullying (including cyber bullying), causing someone to frequently feel frightened or in danger, or exploitation or corruption.

Some level of emotional abuse is involved in all types of maltreatment but it may occur alone.

4.3 Sexual Abuse

Sexual abuse involves forcing or enticing a person to take part in sexual activities, not necessarily involving a high level of violence, whether or not they are aware of what is happening.

The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts, such as masturbation, kissing, rubbing and touching outside of clothing.

It may also include non-contact activities, such as involving someone in looking at, or in the production of, sexual images, watching sexual activities, encouraging a person to behave in sexually inappropriate ways, or grooming a child or vulnerable adult in preparation for abuse.

Sexual abuse can take place online and technology can be used to facilitate offline abuse.

4.4 Neglect

Neglect is the persistent failure to meet physical and / or psychological needs, likely to result in the serious impairment of health or development. Neglect may occur during pregnancy as a result of maternal substance abuse.

Neglect may involve a parent or carer failing to:

- Provide adequate food, clothing or shelter (including exclusion from home or abandonment)
- Protect a child or vulnerable adult from physical or emotional harm or danger
- Ensure adequate supervision (including the use of inadequate care-givers)
- Ensure access to appropriate medical care or treatment

It may also include neglect of, or unresponsiveness to, basic emotional needs.

4.5 Institutional Abuse

Institutional abuse is the neglect and poor care practice within an institution or specific care setting, such as a hospital or care home, or in relation to care provided in one's own home. This may range from a one-off incident to on-going ill-treatment.

It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.

4.6 Discriminatory Abuse

Discriminatory abuse is the harassment, slurs or similar treatment because of race, gender and gender identity, age, disability, sexual orientation or religion.

4.7 Financial Abuse

Financial or material abuse is theft, fraud, internet scamming or coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.

4.8 Child Sexual Exploitation (CSE), Missing Persons

Child sexual exploitation is a form of child abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity in exchange for something the victim needs or wants, and / or for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

Sexual exploitation often involves a grooming stage. Grooming describes the variety of methods that are used to manipulate and control victims, including:

- the giving of gifts or presents
- the giving of rewards, such as like mobile phone top-ups or games credits
- false promises of love and / or affection
- the supply of alcohol and / or drugs

It is common for the grooming of children and young people to take place online. Children and young people can make themselves vulnerable through their online activities, which abusers are quick to exploit. Victims may have been persuaded or coerced into posting indecent images or performing sexual acts on a webcam. Online grooming can also progress to meeting face-to-face.

As a result of the grooming process, children and young people will rarely recognise the coercive and abusive nature of the relationship in which they are involved and they will often prioritise their attachment or loyalty to the offender over their own safety.

The perpetrators of sexual exploitation are skilled at driving a wedge between a child and their family and they will also isolate them from their usual friends and support networks.

Sexually exploited children also suffer physical, psychological, behavioural and attitudinal changes, all of which present severe challenges to their parents and carers.

Remember that:

- Boys and girls are equally vulnerable to becoming victims of child sexual exploitation
- Coercers and perpetrators are usually adults, of either gender, in a position of power, but can be other children and young people
- Young people may exchange or sell sex as a result of constrained circumstances, such as poverty, isolation and historic abuse
- Parents / carers may be involved in the sexual exploitation of their children, or fail to prevent / protect their children from abuse
- Groups of children and young people and multiple perpetrators may be involved
- No child under 13 years of age nor a child with a learning disability will be assessed as low risk if their behaviours indicate involvement in CSE
- Children and young people with additional needs, up to and including those aged 24 years, will require special consideration
- Disclosure of information may take time and evident risks may only emerge during an on-going assessment, support and intervention with the young person and / or their family.

If you suspect a child is a victim of CSE, you should contact the Front Door (see 3.2).

4.9 County Lines

County Lines is the name given to drug dealing where organised criminal groups use phone lines to move and supply drugs, usually from cities into smaller towns and rural areas.

The criminal groups exploit vulnerable people, including children and those with mental health or addiction issues, by recruiting them to distribute the drugs, often referred to as "drug running".

There are several signs to look out for that may indicate that someone is involved in County Lines activity:

- Repeatedly going missing from school or home and being found in other areas
- Having money, new clothes or electronic devices and they cannot explain how they paid for them
- Getting high numbers of texts or phone calls, being secretive about to whom they are speaking
- Decline in school or work performance
- Significant changes in emotional or physical wellbeing

Organised criminal groups often use high levels of violence and intimidation to protect the County Line and control those involved. One of these forms of control

exploits vulnerable people by using their home as a base for dealing drugs, a process known as “cuckooing”. Dealers often convince the vulnerable person to let their home be used for drug dealing by giving them free drugs or offering to pay for food or utilities.

Often the criminal groups target people who are lonely, isolated, or have addiction issues. It is common for them to use a property for a short amount of time, moving address frequently to reduce the chance of being caught.

There are several signs to look out for that may indicate that someone is a victim of cuckooing:

- Frequent visitors at unsociable hours
- Changes in household daily routines
- Unusual smells coming from a property
- Suspicious or unfamiliar vehicles outside an address

If you have any suspicions or information that could help in identifying any form of County Lines activity they should be reported to the Police on 101.

4.10 Harmful Practices

Harmful practices include Female Genital Mutilation (FGM), Honour Based Violence (HBV) and Forced Marriage.

Female Genital Mutilation

FGM involves the partial or total removal of the external female genitalia or other damage to the genital organs for supposed cultural, religious or non-medical reasons. FGM, also known as female circumcision (cutting or sunna), can affect females from birth to pregnancy. It inflicts severe physical and psychological damage, which can last a lifetime. While there is intelligence to suggest that FGM is being physically performed in the UK, most victims are usually taken abroad, commonly on flights in the holiday periods of Easter, summer and Christmas.

If it suspected that a child has been a victim of FGM, or there are concerns that a child is at risk of FGM, contact Warwickshire Police on 101. In an emergency call 999.

Honour Based Violence

HBV is a crime or incident that has or may have been committed to protect or defend the honour of the family and / or community. If this is suspected, no contact should be made with the family. HBV has the potential to be both a domestic abuse and child abuse concern. There are specific behaviours, attitudes and actions that may constitute dishonour and they are wide ranging. Individuals, families and communities may take drastic steps to preserve, protect or avenge their honour, which can lead to substantial human rights abuses.

If it is suspected that a child or adult has been a victim of HBV, it should be reported to Warwickshire Police on 101. In an emergency call 999.

Forced Marriage

Unlike an arranged marriage, where the prospective spouses may choose whether or not they wish to accept the partnership, a forced marriage is an arrangement in which one or both spouses do not consent to the marriage, or when consent is extracted through duress. From June 2014, forcing someone to marry against their will is crime and anyone found guilty can face up to seven years in prison.

If it is suspected that a child or adult has been a victim of forced marriage, it should be reported to Warwickshire Police on 101. In an emergency call 999.

4.11 Modern Slavery and Human Trafficking

Modern slavery or human trafficking is the movement of a person(s) from one place to another (this could be country to country, town to town, or even as simple as one room in a building to another) into conditions of exploitation, using deception, coercion, abuse of power or the abuse of the person's vulnerability. It can include slavery, servitude and forced or compulsory labour. Even if a victim consents and is willing to be moved, trafficking could still be taking place. It involves either the threat of harm or actual harm to the person themselves or their family.

National Referral Mechanism (NRM)

There is a national framework, known as the National Referral Mechanism, to assist in the formal identification of modern slavery victims and to help co-ordinate their referral to appropriate services. Certain public bodies, such as local authorities, have a statutory duty to refer potential victims to the NRM.

In England and Wales, a "First Responder" organisation is a body that is authorised to refer a potential victim of modern slavery into the National Referral Mechanism. As a Local Authority, the Borough Council is a First Responder organisation.

First Responder organisations have the following responsibilities:

- To identify potential victims of modern slavery and recognise the indicators of modern slavery
- To gather information in order to understand what has happened to potential victims
- To refer victims into the NRM (in England and Wales, this includes notifying the Home Office if an adult victim does not consent to being referred)
- To provide a point of contact for the Single Competent Authority (SCA) to assist with decisions and to request a reconsideration, where a First Responder believes it is appropriate to do so

The Borough Council has various considerations within its procurement processes that help to prevent spending with, and thus supporting, slavers and human

traffickers. The Authority has also signed up to the Charter Against Modern Slavery. The Charter relates specifically to local authorities' approach to preventing modern slavery and exploitation in their procurement practices, by their suppliers and in the supply chain.

If it is suspected that a child or adult is a victim of Modern Slavery, it should be reported to Warwickshire Police on 101. In an emergency call 999. Alternatively, advice can be sought from the Council's Director of Housing.

All information regarding suspected Modern Day Slavery and Human Trafficking should be sent through to the adult safeguarding inbox (adultsafeguarding@northwarks.gov.uk).

4.12 Domestic Abuse

The Domestic Abuse Act 2021 states that the behaviour of a person towards another person is domestic abuse if they are personally connected to each other and the behaviour is abusive. Behaviour is defined as abusive if it consists of physical or sexual abuse, violent or threatening behaviour, controlling or coercive behaviour, economic abuse or psychological, emotional or other abuse.

Local authorities and the Police have duties to protect and support individuals who experience domestic abuse. They provide these duties both as individual organisations and collaboratively. They include ensuring that safe accommodation is available for households.

Controlling behaviour is defined as:

"A range of acts designed to make a person subordinate and / or dependent by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of the means needed for independence, resistance and escape and regulating their everyday behaviour".

Coercive behaviour is defined as:

"An act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish or frighten their victim".

Threatening behaviour includes threats of violence, threats of suicide or threats to take the children from the abused person.

Domestic abuse affects people of all ages, social backgrounds, gender, religion, sexual preference or ethnicity, and in a range of relationships: married, separated, divorced, living together, dating, heterosexual, gay or lesbian, and includes child on parent abuse and elder abuse. Domestic abuse that causes serious physical injury is mainly committed by men against women. Male victims of domestic abuse may find it harder to seek help. Domestic abuse affects children who witness the abuse and may require safeguarding action to be taken.

If you have any concern that a person may be at risk from domestic abuse, either directly or indirectly (in the case of children and young people), you should ring 101.

4.13 Prevent

Warwickshire is a relatively safe place to live and most crime types are continuing to reduce. We also live in a global community, however, which means that we are affected by trends and events that occur at an international level. At present, there is a need to consider the international threat of terrorism and those people who are pulled into groups that support extremist causes.

In Warwickshire, authorities and communities are working together to deliver the Government's Prevent Strategy. Prevent is one of four objectives that make up the Government's Strategy for Countering Terrorism – CONTEST.

The Prevent Strategy has three key objectives:

- 1) Respond to the ideological challenge of terrorism and the threat faced from those who promote it
- 2) Prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support
- 3) Work with sectors and institutions where there are risks of radicalisation that need to be addressed

The Strategy challenges all forms of terrorism, including the influence of far right and far left extremists. It defines extremism as “vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs”.

Prevent operates in a pre-criminal space, providing support and re-direction to vulnerable individuals at risk of being groomed into terrorist activities before any crimes are committed. Radicalisation could be comparable to other forms of harm and abuse. It is, therefore, considered to be a safeguarding issue and is considered alongside the wider safeguarding agenda.

If you require support from the Local Authority Prevent Officer, telephone 01926 412432. If you are unable to make contact with the Prevent Officer, telephone 01926 412338 to contact the Administrator for the Community Safety Team. In an emergency, call 999.

5 Equality

All people, regardless of their background, should be given the same level of support and protection. Regard should always be given to a person's religion or belief. It should be noted that people with disabilities, migrant adults and children, unaccompanied asylum-seeking children (UASC), victims of trafficking, domestic abuse and bullying may have additional care needs and this should be remembered when considering the behavioral indicators.

Additional guidance is available in the procedures manual for children at <https://www.safeguardingwarwickshire.co.uk/safeguarding-children/i-work-with-children-and-young-people/interagency-safeguarding-procedures> and in the policy and procedures manual for adults at <https://www.safeguardingwarwickshire.co.uk/images/downloads/WM-Adult-Safeguarding-PP-v1.pdf>

6 Good Practice for Staff, Members and Volunteers

6.1 Duty of Care

It is possible to limit the situations where the abuse of children, young people and adults at risk may occur, by promoting safe working practices to all staff, Members, volunteers and contractors.

The following basic guidelines will help safeguard children, young people and adults; our staff, Members, volunteers and contractors; the Borough Council and other concerned organisations. The guidelines aim to promote positive practice and are examples of care, which should be exercised by everyone while working with children, young people and adults at risk.

6.2 Professional Curiosity

Professional curiosity is the capacity and skill for proactive questioning and challenge (rather than making assumptions or professional optimism not based on an assessment of history and current circumstances). Never be frightened to ask the obvious question and share concerns with colleagues or your supervisor. A fresh pair of eyes looking at a case can really help practitioners and organisations maintain good practice standards and develop a critical mindset.

6.3 Safe Working Practices

- When working with children and adults at risk, avoid situations where you and an individual are alone and unobserved
- Do not take children or adults with needs for care and support alone on a car journey, however short
- Children or young people should never be left unattended. For example, it is the parent / carer's responsibility to supervise any children in their care when they are visiting the Council offices, or when any member of staff, elected Member, volunteer or contractor is carrying out a home visit
- Children and adults with need for care and support have the right to privacy, respect and dignity. Respect the individual and provide a safe and positive environment
- If supervision in changing rooms or a similar environment is required, ensure staff work in pairs and never enter opposite sex changing rooms without appropriate warning
- With mixed groups, supervision should be by a male and female member of staff, where possible

Staff, Members and volunteers should **never**:

- Engage in rough physical games, including horseplay
- Engage in sexually provocative games
- Allow or engage in inappropriate touching of any form
- Allow children or adults to use inappropriate language unchallenged, or use it yourself
- Make sexually suggestive comments about or to a child or adult with needs for care and support, even in fun
- Let any allegation a child or adult makes be ignored or go unrecorded
- Do things of a personal nature for children or adults that they can do for themselves, e.g. assist with changing
- Take a child or adult to the toilet, unless this is an emergency and a second, same-sex member of staff is present
- Use a mobile phone, camera or other recording device in any changing area or other single sex location, such as toilets, when the area is occupied

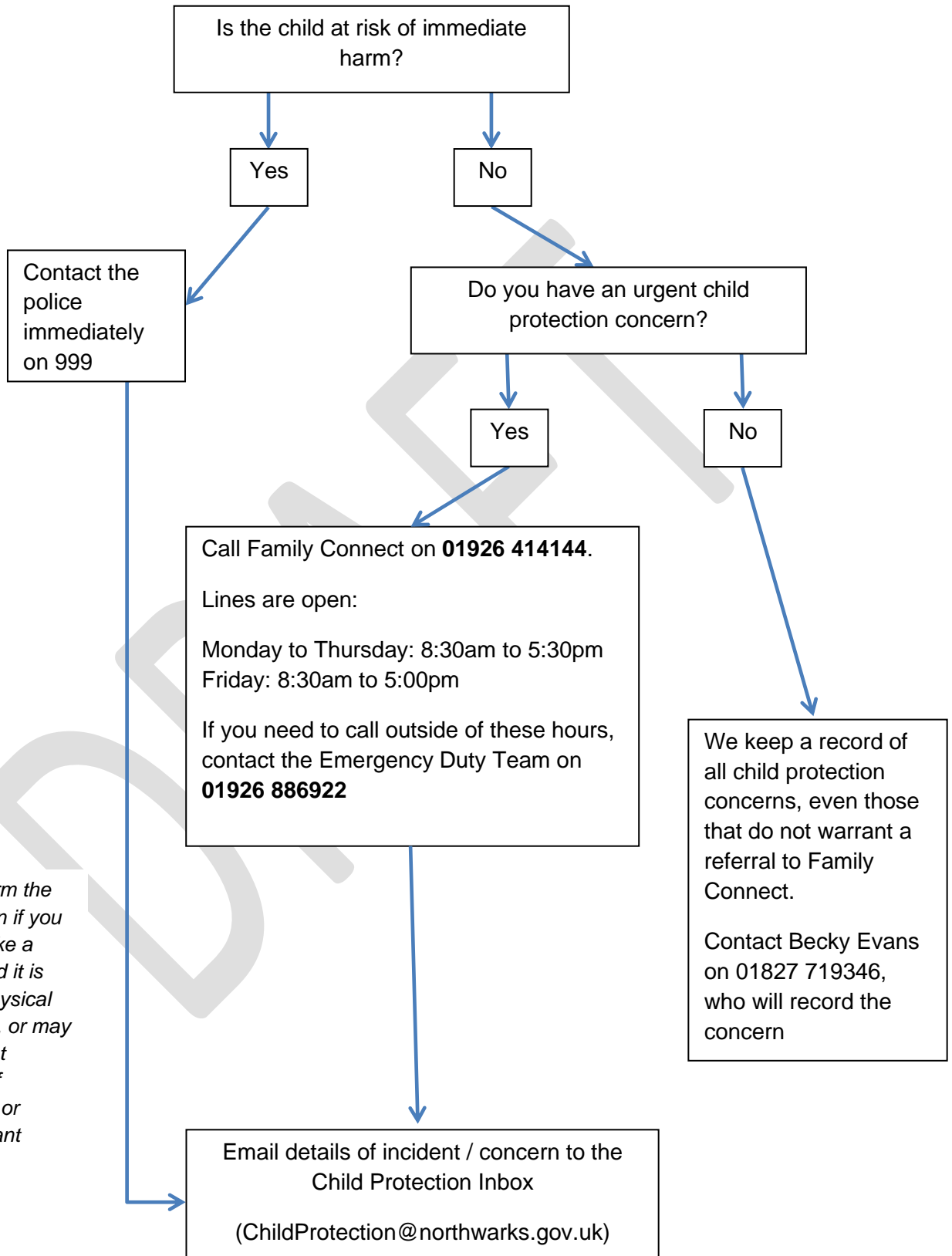
7 Reporting Procedures

7.1 Child Protection

Below is the Borough Council's Child Protection Referral Process.

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Child Protection Referral Procedure

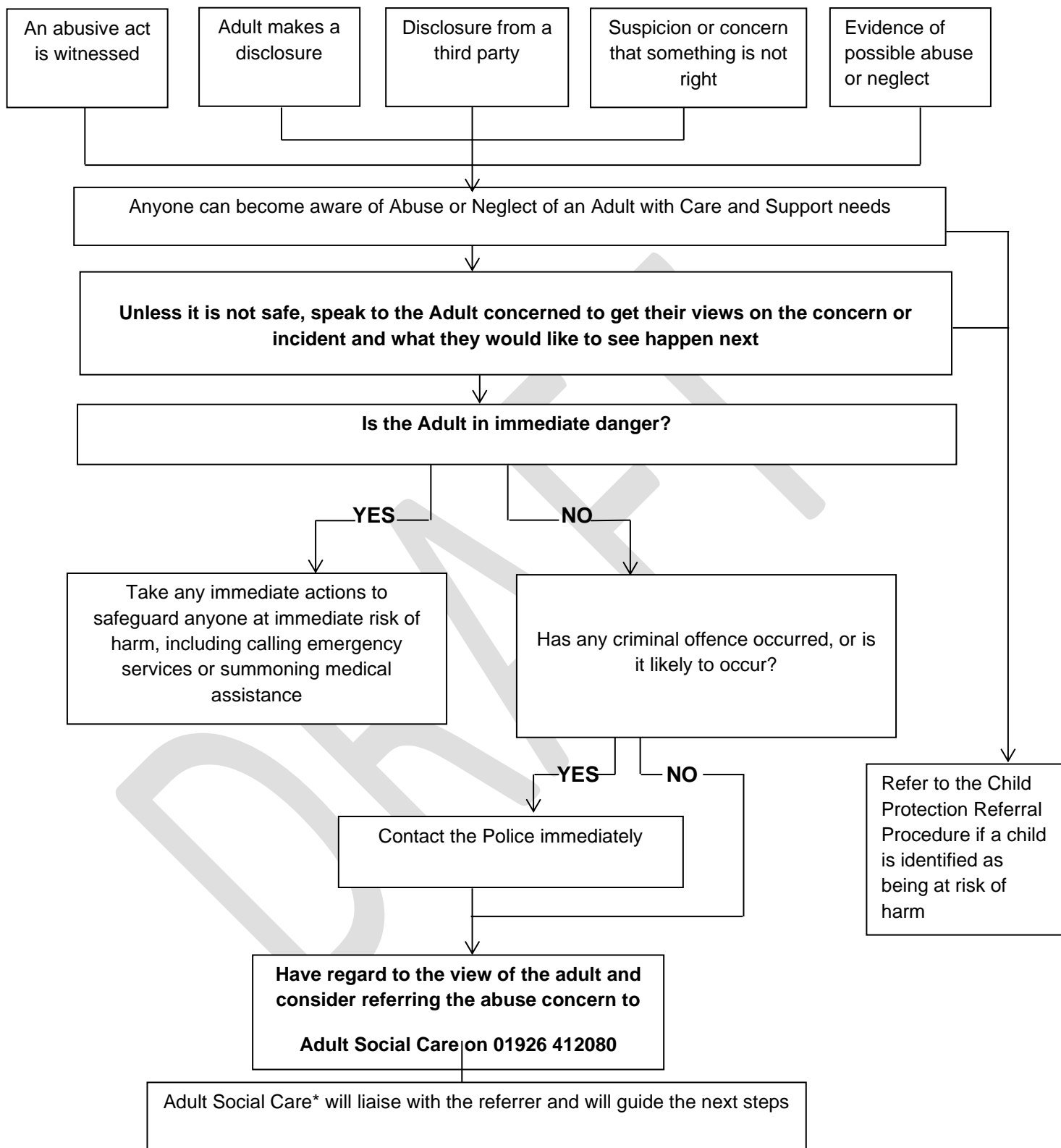


You should inform the parent / guardian if you are going to make a referral, provided it is not related to physical or sexual abuse, or may place the child at increased risk of significant harm or cause a significant delay

If you have any concerns about making a referral, or are unsure if a concern warrants a referral, please contact Becky Evans (01827 719346)

7.2

Safeguarding Adults at Risk Referral Procedure



*For certain groups of adults with mental health needs, the Coventry and Warwickshire NHS Partnership Trust integrated Mental Health Service will lead the response to adult safeguarding concerns

Once a referral has been made you should send the details to adultsafeguarding@northwarks.gov.uk

7.3 Escalation Procedure

All organisations should have a policy for internal escalation of disagreements about safeguarding issues. This policy will be made known to staff in their induction and safeguarding training.

If a member of staff has an issue about how a safeguarding concern about a child has been dealt with internally they should contact the Director of Leisure and Community Development. If the issue relates to a decision made by the Director of Leisure and Community Development, they should seek advice from the Front Door referral service directly on 01926 414144. If a member of staff has an issue about how a safeguarding concern has been dealt following a Front Door referral, they should follow the Warwickshire Safeguarding Partnership Escalation Process at https://www.proceduresonline.com/covandwarksscb/files/escalation_warks.pdf

If a member of staff has an issue about how an adult safeguarding concern has been dealt with internally they should contact the Director of Housing. If the issue relates to a decision made by the Director of Housing, they should contact the Manager of Warwickshire County Council's Safeguarding Team on 01926 412080. If a member of staff has an issue about how a safeguarding concern has been dealt with externally, by the Safeguarding Team, they should contact the Director of Housing, who will take action to escalate it if appropriate.

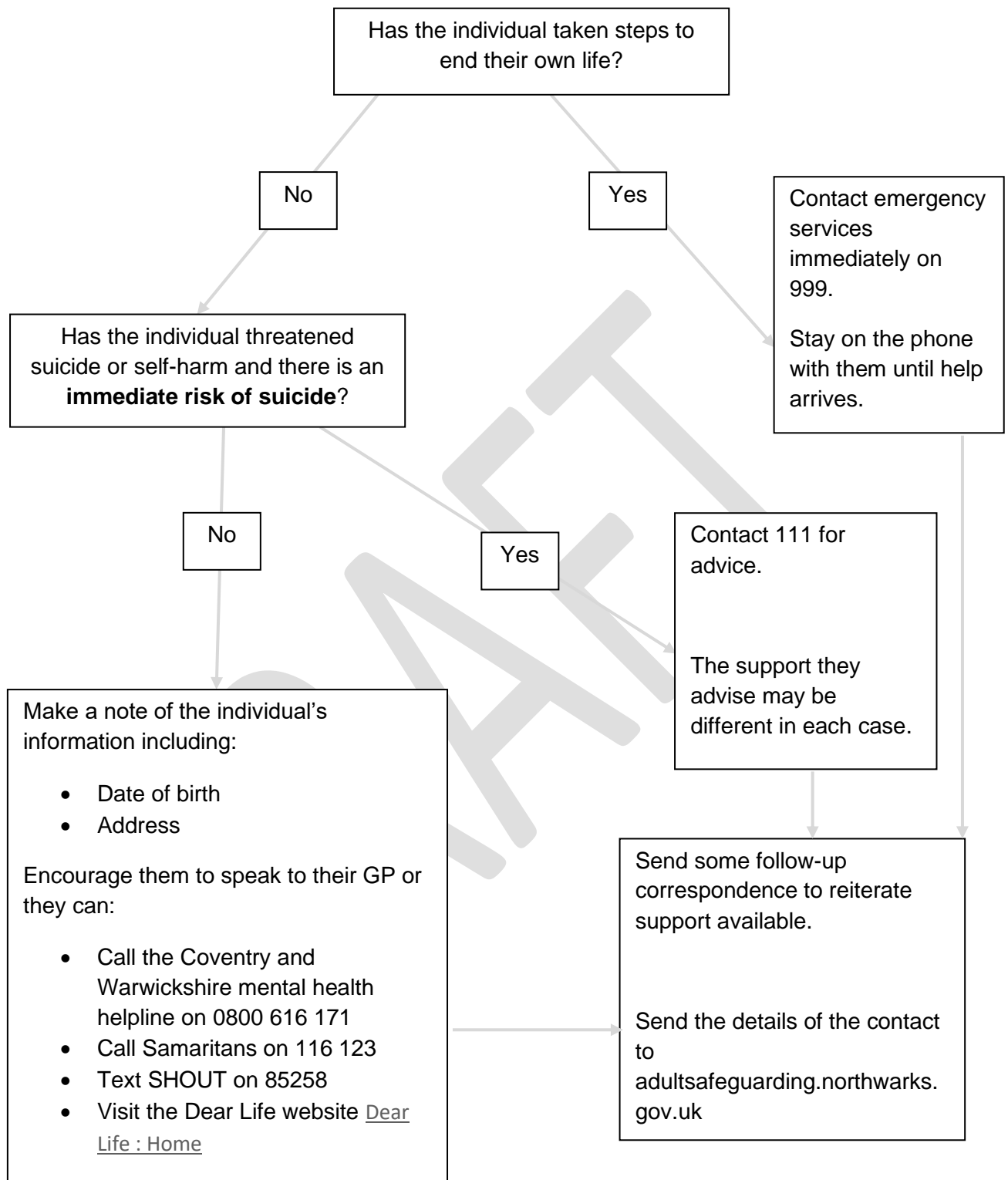
8 Suicides

8.1 Responding to Threats of Suicide and Other Forms of Self-Harm

On occasion, during contact with the Borough Council, a member of the public may claim that they are considering suicide or self-harm. This can be distressing, both for the member of the public and the member of staff in receipt of the contact.

Anyone can be affected in a way that makes them threaten suicide or self-harm. Often, they have experienced something in their life that has increased the likelihood of this behaviour, such as a relationship breakdown, financial difficulties, bereavement, being in a controlling or abusive relationship or homelessness.

Upon receipt of such information, the following flowchart should be used by staff when they are helping to signpost someone to the most appropriate form of support:



Please note that even if you think the individual is not serious about dying by suicide, you must take their threat seriously.

8.2 Saying the Right Thing

Not every member of staff is expected to deal with these conversations. You should only continue to speak to someone who is threatening suicide or self-harm if you feel confident to do so. If you are not confident or comfortable, and you have not completed suicide awareness training, you should pass the call on to your line manager or a safeguarding lead as soon as possible.

Once the individual has been signposted appropriately, following the flowchart above, correspondence should be sent via text, email or post.

Guidance on the conversations, and wording for the correspondence, can be found at Appendix A.

Dealing with these conversations can be very distressing. Following a contact, call or visit, Officers can contact any of the following for support:

- Line Manager
- Human Resources
- Corporate Mental Health First Aiders
- Corporate Safeguarding Leads

All contacts relating to threats of suicide or self-harm should be recorded and the information emailed to adultsafeguarding@northwarks.gov.uk. As with all safeguarding concerns, all contacts are logged internally.

8.3 Death of an Employee

Following notification of a death by suicide of an employee, the Borough Council will take into account the wishes of the deceased employee's family/next of kin regarding how the announcement of the death is made to employees and what is announced. No sensitive information about the employee's death, or information that is contrary to the family/next of kin's wishes or instructions, will be announced.

The Human Resources team will offer advice and support, including a referral to an external counselling service, to any grieving employees/managers who need it following a death by suicide of an employee.

9 Safer Recruitment

9.1 Recruitment and Selection

All of the Borough Council's staff will be appointed in line with the Authority's Recruitment and Selection Policy and procedures to ensure that all of the necessary checks are carried out on individuals expected to work with children and vulnerable adults.

Pre-selection checks must include the following:

- Completion of an application form, including a self-disclosure about criminal records
- Where appropriate, consent to obtain information from the Disclosure and Barring Service in order to assess an applicant's suitability to work with children and adults at risk in accordance with legislation
- Receipt of two relevant references, one of which, where possible, must be from a previous employer engaged in work with children, young people and / or adults at risk
- Confirmation of qualifications
- Confirmation of identity

9.2 Disclosure and Barring Service (DBS)

In line with the Borough Council's Recruitment and Selection Policy, Disclosure and Barring Service (DBS) checks will be carried out on all staff involved in 'Regulated Activity' relating to children and adults at risk. Guidance for managers is available from Human Resources.

The following Elected Member roles will be subject to a Basic DBS check:

- Spokesperson and Shadow Spokesperson for Health, Wellbeing and Leisure
- Young Persons Champion and Shadow Champion
- Lead Councillor on CCTV and Shadow Lead
- Mayor and Deputy Mayor

9.3 Supervision and Appraisal

All staff and volunteers work more effectively when they are well informed, trained and supported. Line managers should be sensitive to any concerns about abuse, act on them at an early stage and offer support to those who report it. It is the responsibility of line managers to monitor good practice. This can be done in a number of ways:

- Direct observation of the activity or service
- Staff appraisals, one-to-one meetings, mentoring and providing feedback on performance
- Participant feedback on the activities or services

All staff working, or having regular contact, with children, young people and adults at risk should have safeguarding as a standing item on the agenda for their one-to-one meetings.

9.4 Induction and Training

It is important that the recruitment and selection process is followed up by relevant induction and training in order to further protect children, young people and adults at risk from possible abuse. Appropriate training will enable individuals to recognise their responsibilities with regard to their own good practice and the reporting of suspected poor practice and concerns or allegations of abuse.

A Training and Skills Development Record will be kept and monitored by the Human Resources Section to ensure that training is undertaken and refreshed as necessary by staff and Councillors across the Authority.

All members of Borough Council staff, regardless of whether or not they come into contact with children, young people or adults at risk during the normal course of their duties, must attend the Authority's Safeguarding training course(s) within three months of commencing their employment and on a regular (minimum of once every three years) basis thereafter. All Councillors will be trained during each four-year political term.

All members of staff must understand their responsibilities towards protecting children and adults at risk and must be aware of the procedures to follow should they have a related concern.

9.5 External Clubs / Organisations Using Borough Council Facilities

All clubs and organisations working with children and young people that use Borough Council facilities will be expected to have appropriate arrangements in place to safeguard and protect children, young and other vulnerable people. These arrangements may include, for example and where relevant, formal compliance with the safeguarding requirements of the governing body for the sport or activity concerned. If a club or organisation does not have its own policy, (or evidence of formal compliance with the safeguarding requirements of an appropriate governing body), a copy of this Policy will be distributed with the Terms and Conditions of Hire. The club / organisation will then be required to commit to adhere to the provisions of this Policy and the standards of care outlined herein. Given the Borough Council's statutory safeguarding duty to take reasonable steps to ensure that the bodies or persons hiring its facilities have suitable arrangements in place, the Manager of any such facility will then make arrangements to monitor the standards of care implemented by the club / organisation during its activities undertaken on Borough Council premises and will make appropriate reports or referrals under this Policy should it have any concerns about the activity or arrangements of the club / organisation in question.

9.6 Use of Contractors

The Council and its staff, Members and volunteers should exercise reasonable care to ensure that contractors undertaking work on behalf of the Authority are appropriately supervised and monitored.

Any contractor or sub-contractor engaged by the Borough Council in areas where workers are likely to come into contact with children or adults at risk, should have their own equivalent Safeguarding Policy. Failing this, it must demonstrate that they will comply with the terms of this Policy.

Where there is potential for contact with children or adults at risk, it is the responsibility of the manager who is using the services of the contractor to check that a policy is in place and any necessary Disclosure and Barring Service checks have been satisfactorily completed.

10 Allegations Against a Member of Staff

10.1 Allegations Against People Who Work with Children / Young People

The procedure relates to all Borough Council employees, elected Members and contractors.

Any concerns should be raised immediately with the Communities Manager. In the absence of the Communities Manager, the Chief Executive should be informed. It is the responsibility of the Communities Manager to inform the Local Authority Designated Office (LADO) within **one working day**.

Referrals to the Local Authority Designated Office (LADO) should be made where there are concerns that someone who works with children may have:

- Behaved in a way that has harmed, or may have harmed, a child
- Possibly committed a criminal offence against, or related to, a child
- Behaved towards a child or children in a way that indicates that they may pose a risk of harm to children

These behaviours should be considered within the context of the four categories of abuse (physical, sexual and emotional abuse and neglect). These include concerns relating to inappropriate relationships between members of staff and children or young people, for example:

- Having a sexual relationship with a child under 18 years of age if in a position of trust in respect of that child, even if it is consensual
- 'Grooming', i.e. meeting a child under 16 years of age with intent to commit a relevant offence
- Other grooming behaviour giving rise to concerns of a broader child protection nature (e.g. inappropriate text / email messages or images, gifts, socialising, etc.)
- Possession of indecent photographs / pseudo-photographs of children

If concerns arise about a person's behaviour towards her / his own children, the standard Child Protection Referral Process identified within this Policy should be followed.

The accused member of staff should:

- Be treated fairly and honestly and helped to understand the concerns expressed and processes involved
- Be offered appropriate sources of support
- Be kept informed of the progress and outcome of any investigation and the implications for any disciplinary or related process

These referrals should be made on the Position of Trust Multi-Agency Contact Form (POT MAC) and emailed to the LADO at their direct email address, which is lado@warwickshire.gov.uk. Direct contact with the LADO Support Officer should also be made on 01926 743433.

If an allegation is substantiated and the person is dismissed or the employer ceases to use the person's service, or the person resigns or otherwise ceases to provide his / her services, the LADO should discuss with the employer whether a referral should be made to the Disclosure and Barring Service (DBS).

Allegations of historical abuse should be responded to in the same way as contemporary concerns.

10.2 Allegations Against People Who Work with Adults at Risk

All concerns should be reported to the Director of the service in which the Officer works and to the Human Resources Manager.

If the allegation is against an Officer in the Council's employment:

- Once information of the allegation has been clarified, the Director will consult with Human Resources
- Once Human Resources has been notified, a safeguarding referral must be made to Warwickshire County Council and / or the Police

11 Dealing with a Disclosure

11.1 How to Respond

Listening to a disclosure can be difficult, and although it is not expected that employees will actively seek or probe people for disclosures, if someone does disclose information about abuse you should:

- Listen carefully
- Take the person seriously
- Write down, as soon as you can, what has been said (using their words) and any extra information about their actions whilst giving the information (for example, if someone said "they hurt my arm" but pointed to their leg you would need to record both elements)
- Follow the safeguarding procedures outlined within this Policy
- Tell the person what you are going to do next
- Do not promise to keep anything a secret. Remember, it is a statutory duty to report safeguarding concerns
- Do not ask leading questions

If you do not feel comfortable, confident or the situation is having a negative impact on your emotional wellbeing, seek support from an Officer with a responsibility for safeguarding (Section 3).

11.2 Looking After Yourself

Receiving a disclosure can have a significant impact on your emotional wellbeing. If you are affected by anything you have read or heard with regard to safeguarding, you can:

- Inform your line manager (without disclosing any of the details regarding the disclosure)
- Access counselling through the Authority (which Human Resources will need to authorise)
- Talk through the issue with any of the Officers responsible for safeguarding (see Section 3)
- Access local mental health services (see <https://www.warwickshire.gov.uk/mentalhealth> for details)

12 Uncollected Children

If there are any uncollected children at the end of a structured session at a leisure facility the following action should be taken:

- 15 minutes after the child should be collected call the emergency contact details provided at registration
- If contact is made, establish a collection time
- If no contact is made, try second contact if one has been given
- If no one is answering the emergency contact number(s), continue to try every five minutes
- If contact has not been made within half an hour after the time the child should have been collected, the Operations Officer should be made aware
- Continue to try emergency contact number(s) every five minutes
- If the children have not been collected within one hour and no contact has been established with a parent / guardian, call 101

The uncollected child / children should be supervised by the Duty Officer until they are collected

13 Marketing and Promotion

13.1 General Data Protection Regulations (GDPR)

The General Data Protection Regulations (GDPR) and the Data Protection Act 2018 supersede the Data Protection Act 1998. Practitioners must have due regard to the relevant data protection principles that allow them to share personal information.

The GDPR and Data Protection Act 2018 place greater significance on the need for organisations to be transparent and accountable in relation to their use of data. All organisations handling personal data must ensure that they have in place comprehensive and proportionate arrangements for collecting, storing and sharing

information. This also includes arrangements on informing service users about the information that they will collect and how this may be shared.

The GDPR and Data Protection Act 2018 **does not** prevent, or limit, the sharing of information for the purposes of keeping children and young people safe.

To effectively share information:

- All practitioners should be confident of the processing conditions that allow them to store and share the information that they need to carry out their safeguarding role. Information that is relevant to safeguarding will often be data which is considered to be “special category personal data”, meaning that it is sensitive and personal
- Where practitioners need to share special category personal data, they should be aware that the Data Protection Act 2018 includes 'safeguarding of children and individuals at risk' as one of conditions that allows practitioners to share information with others without consent
- Information can be shared legally without consent, if a practitioner is unable to, or cannot be reasonably expected to gain consent from the individual, or if to gain consent could place a child at risk
- Relevant personal information can also be shared lawfully if it is to keep a child or individual at risk safe from neglect or physical, emotional or mental harm, or if it is protecting their physical, mental or emotional wellbeing

Practitioners looking to share information without consent should consider which processing condition in the Data Protection Act 2018 is most appropriate in the particular circumstances of the case. This may be the safeguarding processing condition or another relevant provision.

The Borough Council will use personal data for a limited number of purposes and always within the rules set out in the GDPR and Data Protection Act 2018. The Authority will process data to protect individuals from harm or injury.

13.2 Photographs

With regard to the taking photographs of children or adults at risk:

- Avoid taking pictures if individuals can be identified
- To take pictures of children you need written permission from their parent / guardian
- To take pictures of adults you need to get verbal permission
- A photograph should be retained for no longer than is necessary for the purpose of which it was taken, otherwise for a maximum of twelve months
- Images should be stored on Content Manager and under no circumstances should images of children or adults at risk be stored on an employee's personal or work mobile / other handheld device

At any Authority–led event in a public area, it would be deemed unreasonable to request consent from everyone present. The taking photographs of children / adults at risk at a public event, therefore, is acceptable. These images can only be used in promotional material relating to the event and must not be passed to third parties.

The Borough Council is not responsible for collating consent for external organisations or individuals (e.g. journalists) who are not employed by the Authority when they are taking photographs at Borough Council run events.

13.3 Social Media and Website Articles

Even without the use of photographs, if an article or social media post includes a child’s full name, verbal consent must be sought from the parent / guardian.

DRAFT

Appendix A: Saying the Right Thing

Asking someone if they are considering suicide can be a daunting question, but it is safe to ask. For many people, asking the direct questions makes them feel that they have permission to talk honestly and that they will be listened to. Questions may include:

- Have things got so bad that you are thinking about suicide?
- Sometimes when people talk about the feelings/situations you've been describing, they're thinking about suicide. Are you thinking about suicide?
- The things you've been saying make me wonder if you're thinking about suicide. Is that how you're feeling right now?

Listen without judgement.

Seek to gather some more information as you will need to log the concern and you may need to make a referral. Details such as:

- Name
- Date of birth
- Address
- Contact telephone number

If they have taken steps to harm themselves, whilst seeking emergency help for them, try to establish:

- Where they are
- What they have done
- Are they alone or is someone with them
- Have they taken any drugs or consumed alcohol

The following text should be used in the follow-up correspondence:

* * * * *

Dear xxx

Following on from our conversation on xxx I would like to reiterate some support you can access to help with your mental health and wellbeing.

In our conversation you expressed that you were struggling with your mental health, and had thoughts about suicide and / or self-harm.

*If you are thinking about suicide and have harmed yourself, you should **call 999 or go straight to A&E***

*If you can keep yourself safe for now, but still need urgent advice you should **call 111.***

Warwickshire has a range of mental health services. Support is available to everyone to help improve wellbeing. The directory (<https://wellbeingforwarwickshire.org.uk/>) lists a mix of emergency and non-emergency contacts should you, or someone you are concerned about, need specific mental health assistance. Please know that you are not alone and please reach out for help.

Wellbeing for Warwickshire can support people with their mental health.

24/7 365 days a year Mental Wellbeing Line: A friendly and compassionate team is available every day of the year to help find the best Wellbeing for Warwickshire services or signpost to other services.

Call: 0800 616171

Primary Care / GP

If you are experiencing emotions or behaviours that are difficult or hard to manage, speak to your GP.

Dear Life

A suicide prevention website for anyone who is seeking support for themselves or for anyone who is worried about someone they know www.dearlife.org.uk/

If you need to talk to someone about how you are feeling you could:

Call the Samaritans for free on 116 123

Text SHOUT for free on 85258

Call CALM on 0800 58 58 58

Call SANE on 0300 304 7000

FOLLOW WITH SPECIFIC INFORMATION REGARDING THEIR ORIGINAL REASON FOR CONTACTING YOU I.E. HOUSING / BENEFITS.

* * * * *

Agenda Item No 7

Executive Board

10 June 2025

**Report of the Interim Director of
Leisure and Community Development**

Update on Grants

1 Summary

- 1.1 This report informs Members of the progress made in respect of delivery to internal grant schemes.

Recommendation to the Board

That Members note the progress made in respect of the delivery of internal grant schemes.

2 Consultation

- 2.1 Consultation has taken place with relevant Members and any comments received will be reported at the meeting.

3 Introduction

- 3.1 North Warwickshire Borough Council continues to administer a number of grant schemes to support local organisations, groups and individuals. This report outlines the progress in respect of grants currently being administered.

4 UK Shared Prosperity Fund (UKSPF)

- 4.1 The UK Shared Prosperity Fund (UKSPF) was established as a central pillar of the UK Government's Levelling Up agenda and a significant component of its support for places across the UK. It provided £2.6 billion of new funding for local investment by March 2025, with all areas of the UK receiving an allocation from the Fund via a funding formula, rather than a competition.
- 4.2 North Warwickshire was allocated £1.965m of funding across the three years to be administered and managed by the Council as the "lead local authority" across three Investment Priorities:
- 1) Community and Place
 - 2) Supporting Local Business
 - 3) People and Skills

4.3 Once applications had been submitted and verified for eligibility, a Panel of Members, officers and partners assessed each one. The outcome of the applications were then determined by a Panel of Members.

4.4 During the duration of the funding, 103 applications were received through the online application form (for UKSPF and REPF), with 84 projects being approved by a Panel for UKSPF funding. A full breakdown of successful projects can be found at Appendix A.

4.5 A celebration event was held in October 2024, bringing together the organisations, businesses, community groups and individuals who had benefitted from the funding. The event was well attended and testament to the difference the funding made within North Warwickshire.

4.6 As announced at Autumn Budget, UKSPF has been extended for 2025/26 with a significantly reduced budget across all areas. Unlike previous years, Warwickshire County Council is now the “lead local authority” and responsible for administering £5,275,932 of funding across the county. A modest allocation is being given to each district and borough for distribution under the Communities and Place allocation. North Warwickshire’s allocation is £175,253. A number of projects have been identified, with agreements currently being finalised.

5 Rural England Prosperity Fund (REPF)

5.1 In addition to the UKSPF allocation, North Warwickshire was also awarded an additional allocation of £495,639 through the Rural England Prosperity Fund (REPF). The REPF was only available to spend from April 2023 to March 2025 on capital spend with the interventions of “Community and Place” or “Supporting Local Business”, as follows:

- 2023 / 2024: £280,000
- 2024 / 2025: £215,639

5.2 17 projects were funded through REPF.

5.3 As with UKSPF, additional REPF funding has also been allocated for 2025/26. North Warwickshire and Stratford-on-Avon are the two areas within Warwickshire which have a specific allocation identified on the Government website. However, as with UKSPF for 2025/26, Warwickshire County Council are the “lead local authority” and have been given the option by Ministry of Housing, Communities and Local Government (MHCLG) to spend REPF in eligible rural places outside of the local authority areas that have been identified. In principle the REPF allocation could be merged and spent across Warwickshire. The actual allocation for North Warwickshire is still to be confirmed by Warwickshire County Council.

6 Shop Front Improvement Grant

6.1 The Shop Front Improvement Grant was established following Full Council in February 2024, which allocated £100k to a small grant scheme in 2024/25, with a further £100k of funding allocated by Members at Full Council in February 2025 for use in 2025/26.

6.2 The purpose of the funding is to offer small grants to businesses in the three town centres and across North Warwickshire, to enable them to undertake small-scale external improvement works such as:

- Basic improvements to shopfronts
- Cleaning
- Repairs to building facades
- Signage
- Shutters
- Visual improvements to the shop windows of empty units

6.3 The scheme links with the Institute of Place Management reports, produced for Atherstone, Coleshill and Polesworth, which recommend the introduction of a small grants scheme to ‘...maintain the quality of shopfronts, shop displays and premises upkeep.’ It also supports the work of the Borough Council and the Town Centre Partnerships, to improve vitality, visitor perception and the attractiveness of North Warwickshire.

6.4 Businesses complete an online application form, then are required to submit quotes and photographs to show which improvement works are to be completed. All applications are reviewed by the Heritage and Conservation Officer for compliance, and then determined by a panel of Councillors on a monthly basis. To date, 136 applications have been submitted, although not all applicants have followed up with the appropriate quotes and photographs.

6.5 The panel has allocated £105,615 of funding to 56 projects across North Warwickshire to date. A breakdown of businesses receiving funding is provided in Appendix B, with the allocation per area being:

- Atherstone - £36,385
- Polesworth/Dordon - £13,618
- Coleshill - £30,839
- Rest of North Warwickshire - £24,773

6.6 The grant scheme is currently open to businesses across North Warwickshire. Leaflets have been hand-delivered to businesses, and advice, guidance and information can be found on the [website](#).

7 VE Day 80

7.1 At Full Council on 19 February 2025, Members approved £10,000 for a grants programme to celebrate VE Day 80.

7.2 A grants programme was established, similar to the one delivered as part the Queen's Platinum Jubilee and the King's Coronation, to assist community groups and individuals to come together to celebrate the 80th Anniversary of VE Day which marked the end of the war in Europe and WWII as a whole. The grant scheme consisted of two options:

- 1) Grants of up to £250 to Parish and Town Councils and constituted groups for community-based activities
- 2) £100 grants to community groups or individuals proposing to organise very locally based street parties.

7.3 Events had to take place between the 3 and 11 May 2025, and all applications were considered by a Panel of Members.

... 7.4 In total there were 47 successful applications, detailed in Appendix C, amounting to £8,150, consisting of:

7 from Town / Parish Councils
16 from constituted groups
12 from community groups
12 from individuals

8 **Community Fund**

8.1 Initially established by Councillors in 2020, the Community Fund aims to provide an easily accessible source of financial support for a wide range of projects to make a real and positive difference within communities.

8.2 The Local Community Fund is not subject to a formal application process. It is the responsibility of Borough Councillors within each Ward to identify suitable projects within their area that they, collectively, wish to support. The Borough Councillors also determine the level of funding to be allocated to each approved project.

8.3 In order to be eligible for grant support, projects / individuals must satisfy the following criteria:

- Projects / schemes should be "one-off" capital or revenue undertakings that provide a clear and lasting benefit to the local community. Projects that require on-going funding will only be considered if there is a realistic plan of how they will be financed after the award of any initial contribution from the Local Community Fund
- Projects must have evidence of any relevant and required permissions in place before a grant award is made (e.g. Planning Consent, landowners' permission, etc.)
- Where a project has the potential for regular access to vulnerable people, organisers must have an appropriate and adopted Safeguarding Policy in place.

- Fund recipients must have a bank account into which the grant can be paid
- Where works or services of a value between £1,501 and £10,000 are being procured from a single contractor, evidence of at least two written quotations will need to be provided in order to release payment of a grant. Works or services of a value greater than £10,000 will require the provision of three written quotations

8.4 The Local Community Fund will not support:

- The existing operational / running costs (including staff costs) of an organisation
- Any costs incurred before a grant award is made
- Projects promoting religious or political beliefs
- Organisations with significant “uncommitted financial reserves”
- Loan or debt repayments

8.5 At the meeting of Full Council in February 2025, Councillors allocated an additional £5,000 to each Ward, to be used in addition to any remaining funds from previous years, to use in 2025/26.

8.6 Since the fund was initially established in 2020, 295 grants equating to £408,686 have been distributed across the Borough through the Community Fund. The details of grants awarded can be found in Appendix D.

9 External Grants Secured

9.1 Home Advantage Programme

9.1.1 Created by the Premier League, The Football Association and the Football Foundation, the Home Advantage Programme seeks to support grassroots football through grants of up to £250,000 to help local football clubs improve their “home” grounds.

9.1.2 A minimum 25-year lease is a requirement to be eligible for financial support through the Home Advantage Programme. Through its relationships with voluntary sector sports clubs such as Hurley Kings Football Club, Grendon Football Club and Atherstone Sports Club, the Borough Council has adopted a progressive attitude towards providing community organisations with long-term security of tenure on its public sites.

9.1.3 Members will be aware of the success of the Home Advantage Programme with Haunchwood Junior Sports FC at Ansley Workshops, where following the approval of a 25-year lease at the site through Resources Board in June 2024, the Club secured £250,000 to support machinery, signage, pitch improvements, and wider infrastructure enhancements.

9.1.4 The Borough is currently working with Atherstone Ranges and Haunchwood Junior Sports FC to support improvements at Mancetter Recreation Ground and Old Arely Recreation Ground. Both sites have been accepted on the

Home Advantage Programme, with an indicative start date of 2027, subject to Members approving appropriate long-term leases in due course.

9.2 Social Fabric Fund

9.2.1 Warwickshire County Council's Social Fabric Fund was created as part of their Community Powered Warwickshire workstream. The £2.5 million fund was available to support communities within Warwickshire, focusing primarily (but not exclusively) on the 22 Lower Super Output Areas identified as being most in need, with the aim of improving residents' lives and reducing inequalities.

9.2.2 Following a thorough application process, working in partnership with local sports clubs, the Authority was successful and awarded funding to support the refurbishment of two pavilions:

- 1) Building refurbishment for Ansley Workshops through Haunchwood Sports Junior Football Club - £189,000
- 2) Building refurbishment for Mancetter Pavilion through Atherstone Rangers - £101,000

10 Report Implications

10.1 Finance and Value for Money Implications

10.1.1 The Council is already in receipt of the full UKSPF allocation for 2022/25. The remaining payment for REPF will be administered and received in June 2025. As the Lead Authority, the UKSPF and REPF allocations for Warwickshire in 2025/26 will be held by Warwickshire County Council with the appropriate amount transferred to the Council once an agreement has been drawn up and signed.

10.1.2 An allocation of £100,000 has been made available within the 2025/26 budget for the Shop Front Improvement Grants, which will be added to any remaining amounts held.

10.1.3 An additional £5,000 has been allocated to each Ward within the 2025/26 budget for the Community Fund. This has been added to any remaining funding from previous years.

10.2 Safer Communities Implications

10.2.1 There is no direct safer communities implication arising from this report, although the community-based activities that would be supported through the grant schemes are likely to provide a positive diversion from anti-social and / or nuisance behaviour.

10.3 Legal, Data Protection and Human Rights Implications

10.3.1 There are no Legal, Data Protection or Human Rights Implications directly arising from this report.

10.4 Environment, Climate Change and Health Implications

10.4.1 Providing grant-aid to local organisations and individuals is a cost-effective way of enhancing community service provision and helping to enhance individual and collective quality of life.

10.4.2 There is no direct health implication arising from this report, although the projects that would be supported through the grant schemes will provide activities that improve collective and individual physical and mental health and wellbeing.

10.5 Human Resources Implications

10.5.1 There are no human resources implications arising directly from this report.

10.6 Risk Management Implications

10.6.1 The risks associated with the grant schemes are managed through corporate Risk Management processes.

10.7 Equalities Implications

10.7.1 The grant schemes are intended to be open and transparent. It is not envisaged that any individuals or groups defined by the protected characteristics under the Equality Act will be excluded from the scheme.

10.8 Links to Council's Priorities

10.8.1 The Safeguarding Policy and Procedure has direct and positive links to the following corporate priorities:

- Safe, liveable, locally focused communities
- Prosperous and healthy
- Efficient organisation

10.8.2 Additionally, the Policy and Procedure contributes directly to the attainment of the priorities of the Sustainable Community Strategy to:

- Raise aspirations, education attainment and skill levels
- Develop healthier communities
- Improve access to services

The Contact Officer for this report is Becky Evans (719346).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No.	Author	Nature of Background Paper	Date
1	Corporate Director - Resources and the Director of Leisure and Community Development	Report to Community and Environment Board (Community Fund)	9 March 2020

Appendix A

	Project name	Total funding allocated
COMMUNITIES AND PLACE	AccessAble	£7,700
	Sycamore Road Play Area	£27,100
	Abbey Green Play Area	£19,500
	Money Max	£15,000
	Football licenses	£2,220
	Baxterley in Bloom	£3,000
	Big Day Out	£2,500
	Royal Meadow Drive pitch assessment and building survey	£5,800
	Mancetter and Piccadilly k barriers	£4,840
	Storage container	£2,934
	Footfall counters	£7,428
	Play area	£12,500
	CA premises	£15,000
	NW Connect	£17,497
	SPD	£5,880
	CCTV - flytipping	£18,495
	CCTV	£25,000
	Kitwood Play Area	£50,000
	Mancetter Play Area	£50,000
	Coronation Grants	£14,200
	Heritage Forum membership	£100
	ATC CCTV	£25,218
	Newton Regis PTA	£11,890
	Baxterley school room	£24,999
	Memory Room	£2,380
	Living Heritage	£2,500
	Arts Quilting	£2,500
	Disability Forum meetings	£2,000
	Skate Park provision	£50,000
	Guide hut asbestos & electrics	£10,000
	Market Towns Officer	£51,600
	Nether Whitacre Parish Council play area	£9,205
	Haunchwood FC Pavilion Refurbishment	£55,000
	Central Polesworth Improvement Plan	£54,423
	Atherstone Memory Cafe	£4,533
	Big Day Out (Levelling up & Climate Chan	£4,000
	Feasibility study to improve footpath net	£18,500
	Warton Community Speedwatch	£1,700
	Brendon Close removal	£19,970
	Hartshill Parkrun	£4,000
	Inclusivity work at Cole End Park	£26,103
	Pond Dipping Area	£10,500
	Coleshill Scouts Camping Equipment	£5,000
	Atherstone Improvements	£18,480
	Laurel Gardens	£10,645

	Emergency Food Provision	£23,400
	Central Coleshill Improvements	£44,337
	Fillongly Changing Rooms	£50,000
	Shustoke Play Area	£22,342
	Sensory Garden - Oldbury Care Farm	£3,432
	EPC Project	£2,499
	Atherstone Sports Club - pitch designs an	£18,532
	Replacement goal posts	£16,990
	Warton Village Hall	£14,875
	Royal Meadow Drive k barrier	£5,537
	Open Hands	£7,270

[illegible]

Appendix - List of Approved projects

	Business Name	Location (Atherstone)		Business Name	Location (Coleshill)
ATHERSTONE	BFH Bargains	The Arcade	COLESHILL	Coleshill Dental Practice	High Street
	AA Mobiles	Long Street		M & J Quality Meats	Coventry Road
	The Wine Bar	Church Street		Bridal & Prom Bar	High Street
	Pennies Worth	Long Street		Palm Trees Travel	High Street
	Crystal Cavern	Long Street		Hawthornes	High Street
	Pinkz	Long Street		Blades	High Street
	Clares Hair and Beauty	Station Street		The Barber Shop	High Street
	JLW Retail Ltd	Long Street		Liliann	Chamberlain Walk
	Gold & Silver Investments	Long Street		Nice Thoughts	High Street
	Triple A Taxis	Station Street		Shabby Attic	Chamberlain Walk
	Bee Bold Bee Beautiful	Long Street		Heads of Coleshill	High Street
	Churchills Atherstone	Long Street		Partridges	High Street
	The Old Bakery Café	Long Street		Sweetie Box	Chamberlain Walk
	The Barber Shop	Long Street		Miracles	High Street
	Flower House	Market Street		Ultra Vape	High Street
	Raj Mahal	Long Street			
	Maginnis Optician	Long Street			
	WC Masters	Long Street			
	Computer Solutions	Long Street			
	Warwick Pharmacy	Long Street			
	Perfection Tanning	Long Street			
	Wags & Co	Long Street			
	Short Bark and sides	Station Street			
	Make & Mend	The Arcade			
	Flowers By Chris	Long Street			

	Business Name	Location (Polesworth)		Business name	Location (Rest of North Warwickshire)
POLESWORTH	RSVP Celebrations	Bridge Street	REST OF NORTH WARWICKSHIRE	Warton Stores	Maypole Road, Warton
	Whitmores Ltd	Bridge Street		A & D Super Choice	Mill Crescent, Kingsbury
	B5000 Barbers	Tamworth Rd		The Barber Shop	Victoria Road, Hartshill
	Hambrys Fishing Tackle	Tamworth Rd		Hartshill Stores	Oldbury Rd, Hartshill
	Clifford's Café	Bridge Street		Orchard Nurseries	Birmingham Rd, Water Orton
	Bridge St Barbers	Bridge Street		Gun Hill Stores	Nuneaton Rd, Gun Hill
	Tarrants	Bridge Street		The Coffee Hut	Hood Lane Farm, Ansley
				Ansley Post Office	Birmingham Road, Ansley
				Kirsty's Cuts	Jubilee Court, Kingsbury

Ward	Applicant Type	nding awards	Name of Group	Name of event	Date of Event	Time of Event	Event Address	Postcode
Arley and Whitacre	Individual	100	David Kearns	VE Themed - Best of British Fayre	Monday 5 May	11am-3pm	Hood Lane Farm, Ansley Lane, Ansley,	CV109ND
Arley and Whitacre	Individual	100	Ansley	VE Day at The Ribbon Arms	Sunday 4 May	13:00	26 Ribbon Avenue, Ansley.	CV109TL
Arley and Whitacre	Parish or Town Council	250	Ansley Parish Council	VE Day Community Picnic	Monday 5 May	11am-3pm	Hood Lane Farm, Ansley Lane, Ansley	CV109ND
Arley and Whitacre	Constituted Group	250	North Warwickshire Village News	Back in Time	Saturday 10 May	10 - 12.00 noon	St. Laurences Church Annexe, Church End, Nuneaton	CV100QR
Atherstone Central	Constituted Group	250	Leading Players	The Peace Picnic	Thursday 8 May	12 noon till 1.30pm	Hatters Garden, Terrace Road, Atherstone (weather permitting) or inside the OSCA building.	CV91DG
Atherstone Central	Community Group	100	The Avenue/Louise Brotherhood	The Avenue's 80th anniversary of VE Day Celebration.	Saturday 3 May	14:00pm - 21:00pm	Stratford Avenue, Atherstone	CV92AW
Atherstone Central	Constituted Group	250	Atherstone Connie Club	VE Day Celebration	Sunday 4 May	2pm	Atherstone Connie Club, Long Street, Atherstone	CV91AD
Atherstone Central	Community Group	100	Cohort4	VE Celebrations	Thursday 8 May	10-2	Rubys Yard, The Boat Yard, Slacks Avenue, Atherstone	CV92NZ
Atherstone Central	Individual	100	Nadine Wood	V E Day Celebration	Saturday 3 May	12pm	4 Merryvale Road, Atherstone	CV92PR
Atherstone Central	Individual	100	Andrea Carter	V E Day Celebration	Saturday 3 May	1pm	12 Welcome Street, Atherstone	CV91DU
Atherstone Central	Constituted Group	250	RUBYS YARD CIC /WARWICKSHIRE YOUNG CARERS	ENGAGEMENT VE DAY CELEBRATION FOR YOUNG CARERS , FRIE	Saturday 10 May	10 .30 til 5 pm	RUBYS YARD , SLACKS AVENUE, ATHERSTONE	CV92AR
Atherstone North	Individual	100	Stacey Wightman	River Drive Street Party	Sunday 4 May	Afternoon	River Drive Atherstone	CV93SR
Atherstone North	Individual	100	Susan Smith	V E Day Celebration	Thursday 8 May	12-2pm	6 Repington Avenue, Atherstone	CV93AW
Atherstone North	Individual	100	Mrs C Lloyd	V E Day Party	Sunday 4 May	2pm	60 Panama Drive, Atherstone	CV93HJ
Atherstone North	Constituted Group	250	White Hart Community Groups	Let's Soldier On !	Thursday 8 May	12-4	White Hart House, Long Street Atherstone	CV91AX
Atherstone North	Community Group	100	Holte Road corner	Holte Road VE street party	Sunday 4 May	12pm	25 Holte Road	CV91HN
Atherstone South and Mancet	Community Group	100	Mancetter walking group	Walking group.	Tuesday 6 May	12 noon, after our walk.	St. Peters church Mancetter	CV91NJ
Atherstone South and Mancet	Constituted Group	250	Regal Court Committee	Regal Court V E Day Celebration	Thursday 8 May	1pm	Regal Court, Long Street, Atherstone	CV91RP
Atherstone South and Mancet	Individual	100	Janice Hopkins	Bath road street party.	Saturday 10 May	4 pm	Bath Road Atherstone	CV91EQ
Atherstone South and Mancet	Community Group	100	Mancetter social group	V e party	Thursday 8 May	7pm	Mancetter memorial hallcv9	CV91QN
Baddesley Ensor and Grendon	Individual	100	Alison Clark	MG VE Day 80	Sunday 4 May	2pm til 4pm	Meadow Gardens, Baddesley Ensor CV92DA	CV92DA
Baddesley Ensor and Grendon	Constituted Group	250	Grendon Atherstone	80th VE Day Celebration	Sunday 11 May	6pm	75 Watling street Grendon	CV92PQ
Baddesley Ensor and Grendon	Individual	100	Amy Bond	V E Day Party	Saturday 3 May	1pm	Whites Farm, Main Road, Baxterley	CV92LN
Baddesley Ensor and Grendon	Community Group	100	Grendon community centre	VE DAY celebrations	Saturday 10 May	14.00	16 Sparrowdale Close	CV92RN
Coleshill South	Community Group	100	Coleshill Town hall Warm Room	Coleshill Town hall Warm Room VE day celebration.	Thursday 8 May	10am - 2pm	Coleshill Town hall Coleshill B46 3BG	B463BG
Coleshill South	Parish or Town Council	250	Coleshill Town Council	Coleshill's Tribute to VE Day 2025	Thursday 8 May	7 - 9pm approximately	The Croft, off High Street, Coleshill, Warwickshire	B463BL
Curdworth	Parish or Town Council	250	Curdworth Parish Council	VE Celebrations - street party games and entertainment	Monday 5 May	9 am to early evening	Curdworth Village Green, Curdworth, Coleshill Road	B769HG
Curdworth	Parish or Town Council	250	Lea Marston Parish Council	VE Street Party	Saturday 10 May	midday start through to tea time	Lea Marston Community Garden, Lea Marston village	B760BN
Curdworth	Constituted Group	250	Nether Whitacre Village Hall	40th Anniversary Community Open Day	Sunday 11 May	1100hrs - 1600 hrs	Nether Whitacre Village Hall, Station Road, Whitacre Heath	B462JB
Fillongley	Constituted Group	250	Elizabeth Bradford	'Celebration time'	Friday 9 May	12 noon	Corley Village Hall, Church Lane, Corley	CV78AZ
Fillongley	Constituted Group	250	Corley Bowling Club	"Bowl for Britain"	Sunday 4 May	2pm onwards	Corley Bowls Club Church Lane Corley	CV78AZ
Fillongley	Parish or Town Council	250	Maxstoke Parish Council	VE Day celebration picnic	Saturday 3 May	3pm onwards	Maxstoke Village hall	B462QN
Hurley and Wood End	Constituted Group	250	Pficcadilly Community Association CIO	VE Day Celecbrations	Saturday 10 May	1pm to 4pm	Piccadilly Community Centre and Piccadilly Sports Field, Perryman Drive, Piccadilly	B782EB
Hurley and Wood End	Constituted Group	250	The Phoenix Post Diagnosis Dementia Support Group. Charity No. 1115832	Celebrating the 80th Anniversary of Victory in Europe - VE Day	Tuesday 6 May	11.00am - 3.00pm	Wood End Working Mens Club, 57 Tamworth Road, Wood End, Atherstone,	CV92QH
Hurley and Wood End	Constituted Group	250	Hurley Community Association (Charity)	Hurley Community Village Hub VE Day 80th Celebrations	Tuesday 6 May	11 till 2pm	Hurley Village Hall, Knowle Hill	CV92JD
Kingsbury	Community Group	100	Kingsbury Good Neighbours Group	Celebrating and Commemorating 80 Years, VE Day	Saturday 3 May	10:00am	The signs will be displayed along the Tamworth and Coventry Road in Kingsbury	B782LG
Kingsbury	Community Group	100	Kingsbury Methodist Church Community Cafe	40s themed coffee morning	Tuesday 6 May	11am - 1pm	Kingsbury Methodist Church Tamworth Road Kingsbury	B782HH
Kingsbury	Community Group	100	Rowan Close Community Group	Rowan Close V.E. Day Celebration Party	Monday 5 May	10.00 to 17.00	Rowan Close, Kingsbury	B782JR
Newton Regis and Warton	Individual	100	Karen Turley	VE Day Anniversary Celebration Community Picnic	Monday 5 May	2-5pm	Sports Field Newton Regis and Newton Regis Village Hall	B790NL
Newton Regis and Warton	Individual	100	Mrs Anne Bufton-McCoy	VE Day Celebration and Party	Sunday 11 May	12 noon onwards	The Village Green, Seckington or in one of the sheds at Old Hall Farm, Seckington if the weather is wet.	B790LA
Newton Regis and Warton	Parish or Town Council	250	Austrey Parish Council	Austrey VE Day Street Party	Sunday 4 May	1-5pm	Main Road, Austrey	CV93EG
Polesworth East	Community Group	100	Goodere Drive residents	VE Day Street activities	Sunday 4 May	4pm	Goodere Drive, Polesworth	B781BY
Polesworth East	Parish or Town Council	250	Polesworth Parish Council	VE Day celebration	Saturday 3 May	1pm	Tithe Barn, Polesworth	B781DT
Water Orton	Constituted Group	250	Spud Club	VE Day 80 Celebration	Monday 5 May	12-7pm	Community Hall, C/o Water Orton Methodist Church, 2 Birmingham Road, Water Orton, b46 1tl	B461TL
Water Orton	Constituted Group	250	Old Saltleians RFC	Old Salts Warm Hub VE day 80	Thursday 8 May	1100 hrs to 1400 hrs	Old Saltleians RFC, Coleshill Road, Water Orton, North Warwickshire	B461QE
Water Orton	Constituted Group	250	Water Orton Bowls Club	Memorial Garden Ground Breaking	Thursday 8 May	Noon	Water Orton Bowls Club, St. Blaise Avenue, Water Orton	B461RU
Water Orton	Community Group	100	St. Peter's and St. Paul's Parish Church	War Memorial Re-Dedication and VE Day Celebration	Thursday 8 May	11am	New Road, Water Orton,	B461QT

Ward area	Project Name	Grant Amount
Arley and Whitacre	Ansley Lifeline COVID-19 Project	£2,000.00
Arley and Whitacre	Arley Lifeline COVID-19 Project	£2,000.00
Arley and Whitacre	Birchley Heath Lifeline COVID-19 Project	£2,000.00
Arley and Whitacre	Elite Sports Centre School Wrap Around Care	£3,000.00
Arley and Whitacre	Nursery Hill Primary School	£1,200.00
Arley and Whitacre	Harleys Road Safety Scheme	£500.00
Arley and Whitacre	Parish Council Football Container Hire	£150.00
Arley and Whitacre	Parish Council Bench	£338.32
Arley and Whitacre	Poverty Support Programme	£2,000.00
Arley and Whitacre	Arley Primary School Residential (Targeted Families)	£1,000.00
Arley and Whitacre	Ansley Common Pump Track Community Event	£1,000.00
Arley and Whitacre	Nursery Hill Primary School: Trips and Equipment	£1,000.00
Arley and Whitacre	Forest School - Nursery Hill Primary School	£500.00
Arley and Whitacre	Arley and St. Michael's Community Centre - Repairs	£961.68

Arley and Whitacre	Arley Knit and Natter	£350.00
Arley and Whitacre	Arley Primary School panto	£652.00
Arley and Whitacre	Ansley Village Flower Group - Britain in Bloom	£1,000.00
Arley and Whitacre	Ansley Parish Council - Fun Day	£1,000.00
Arley and Whitacre	Birchley Heath Working Group - Wild flowers and bus shelter	£600.00
Arley and Whitacre	Arley Parish Council - Community Fun Day	£1,000.00
Arley and Whitacre	TY Belford Goal Keeping	£1,000.00
Arley and Whitacre	Girls Brigade	£300.00
Arley and Whitacre	Brett's Hall goal posts	£1,575.00
Arley and Whitacre	Defib Cabinet – Birchley Heath Community Group	£250.00

Arley and Whitacre	Ansley common allotments group	£320.00
Atherstone Central	Atherstone Matters Food Boxes Project (Up to Max £2k)	£1,851.79
Atherstone Central	Atherstone Town Planters	£1,000.00
Atherstone Central	Atherstone Sports Club	£1,000.00
Atherstone Central	Phantom Knights Marching Band	£250.00
Atherstone Central	Atherstone Santa Sleigh Fund	£60.00
Atherstone Central	North Warwickshire Police Boxing and Fitness Club	£750.00
Atherstone Central	Atherstone Partnership Video project	£2,000.00
Atherstone Central	COVID Community Volunteers Event	£200.00
Atherstone Central	Atherstone Dickens Event Committee Forum	£1,000.00
Atherstone Central	White Hart Community Groups	£1,300.00
Atherstone Central	Atherstone Choral Society	£750.00
Atherstone Central	North Warwickshire Police Boxing and Fitness Club - Urban Art Project	£1,000.00
Atherstone Central	Warwickshire Young Carers	£1,000.00
Atherstone Central	Atherstone Speedwatch Camera	£399.60
Atherstone Central	Atherstone Partnership Christmas Market	£1,000.00
Atherstone Central	Outwoods Primary School	£500.00

Atherstone Central	White Hart Community Groups	£1,000.00
Atherstone Central	Atherstone Partnership King's Coronation Event	£1,588.00
Atherstone Central	Social Supermarket	£1,000.00
Atherstone Central	The Big Weekender	£2,000.00
Atherstone Central	Edible Links Burglaries	£1,000.00
Atherstone Central	Umpire training	£1,800.00
Atherstone Central	Atherstone Town Cricket Club - Replacement Wicket Mower	£800.00
Atherstone Central	Guides Camp	£233.00
Atherstone North	NW First Responders	£1,000.00
Atherstone North	Edible Links	£1,000.00
Atherstone North	Bracebridge Court Residents' Fund	£500.00
Atherstone North	Atherstone Sports Club	£5,000.00
Atherstone North	1st Atherstone Scout Group	£250.00
Atherstone North	1st Atherstone Scout Group: HQ Asbestos Survey	£350.00
Atherstone North	Atherstone St Mary's GFS (Girls' Friendly Society)	£250.00
Atherstone North	Girl Guiding Atherstone District	£250.00
Atherstone North	Atherstone Nursery School	£250.00
Atherstone North	Phantom Knights Marching Band	£250.00
Atherstone North	Atherstone Town Planters	£1,000.00
Atherstone North	North Warwickshire Police Boxing and Fitness Club	£498.00
Atherstone North	Atherstone Adders Hockey Club	£384.00

Atherstone North	Christmas 2020 - With a Difference	£1,000.00
Atherstone North	Atherstone Santa Sleigh Fund	£60.00
Atherstone North	Anker Radio	£250.00
Atherstone North	Atherstone Town Community Football Club	£950.00
Atherstone North	Racemeadow Primary Academy Non Curriculum Equipment	£1,000.00
Atherstone North	COVID Community Volunteers Event	£200.00
Atherstone North	Roy-al Coffee Club	£200.00
Atherstone North	Sheepy Road Litter Bin	£485.00
Atherstone North	Atherstone Queen's Platinum Jubilee Celebration	£1,000.00
Atherstone North	Atherstone Speedwatch Camera	£399.60
Atherstone North	One Stop Promotions Ltd. - Flag Pole	£669.54
Atherstone North	The Craft Centre - Late Queen's Memorial	£400.00
Atherstone North	Edible Links Burglaries	£1,000.00
Atherstone North	Atherstone Partnership History and Heritage Festival	£300.00
Atherstone North	Open Hands Community CIC	£1,000.00
Atherstone North	Enhancement of exterior lighting at St Marys church Atherstone	£1,463.00
Atherstone North	Umpire training	£1,800.00
Atherstone North	Atherstone Town Cricket Club - Replacement Wicket Mower	£800.00
Atherstone North	1st Atherstone Scout Group	£1,000.00
Atherstone North	Ediblelinks	£1,000.00

Atherstone North	Guides Camp	£233.00
Atherstone South and Mancetter	NW First Responders	£1,000.00
Atherstone South and Mancetter	Edible Links	£1,000.00
Atherstone South and Mancetter	Atherstone Sports Club	£5,000.00
Atherstone South and Mancetter	Girl Guiding Atherstone District	£250.00
Atherstone South and Mancetter	Atherstone Veterans' Hub	£1,000.00
Atherstone South and Mancetter	Atherstone Adders Hockey Club	£384.00
Atherstone South and Mancetter	Christmas 2020 - With a Difference	£1,000.00
Atherstone South and Mancetter	Atherstone Santa Sleigh Fund	£60.00
Atherstone South and Mancetter	Ruff Luck Rescue	£500.00
Atherstone South and Mancetter	Girl Guiding Atherstone District	£50.00
Atherstone South and Mancetter	Lewis Close, Dropped Kerb	£700.00
Atherstone South and Mancetter	Mancetter Social Group	£100.00
Atherstone South and Mancetter	North Warwickshire Police Boxing and Fitness Club: Project with TQEA	£482.93
Atherstone South and Mancetter	COVID Community Volunteers Event	£200.00
Atherstone South and Mancetter	Mancetter Social Group - Queen's Platinum Jubilee Event	£150.00
Atherstone South and Mancetter	Atherstone Speedwatch Camera	£399.60
Atherstone South and Mancetter	Atherstone Partnership Christmas Market	£500.00
Atherstone South and Mancetter	Mancetter Play Area Zip Wire (Capital)	£4,373.47
Atherstone South and Mancetter	St Peter's Church CCTV	£500.00

Atherstone South and Mancetter	Edible Links Burglaries	£1,000.00
Atherstone South and Mancetter	Atherstone Partnership History and Heritage Festival	£300.00
Atherstone South and Mancetter	Ridge Lane Community Room new tables	£518.60
Atherstone South and Mancetter	Atherstone Town Cricket Club - Replacement Wicket Mower	£800.00
Atherstone South and Mancetter	Umpire training	£1,800.00
Atherstone South and Mancetter	Karen Meads	£234
Baddesley and Grendon	Baxterley Parking Scheme (Capital)	£11,528.73
Baddesley and Grendon	Parsih Noticeboard	£2,500.00
Baddesley and Grendon	Community Bulb Planting	£200.00
Baddesley and Grendon	Woodside Friends and Family Allotments	£7,000.00
Baddesley and Grendon	Baddesley Common Black Path Refurbishment Project	£3,000.00
Baddesley and Grendon	Community Book Exchange	£5,321.00
Coleshill North	School Holiday Food Parcels	£1,250.00
Coleshill North	Coleshill Scout Group: Costs and Camping	£5,000.00
Coleshill North	Coleshill Heritage Rescue Group	£500.00
Coleshill North	Christmas Lights Switch On Event	£1,200.00
Coleshill North	Christmas Market / Lights	£2,019.00
Coleshill North	Coleshill Keep Fit and Natter	£750.00
Coleshill North	Coleshill Scout Group (Squirrels)	£1,000.00
Coleshill North	Coleshill Beacon for VE Day	£300.00

Coleshill North	Coleshill Cricket Club mower	£1,000.00
Coleshill North	Coleshill Ladies Keep Fit Class	£725.00
Coleshill North	St George's day event Coleshill	£1,250.00
Coleshill North	Coleshill Royal British Legion for the VE Day Celebrations	£500.00
Coleshill South	Coleshill COVID-19 Fund	£5,000.00
Coleshill South	Coleshill in Bloom	£1,000.00
Coleshill South	Coleshill Post	£500.00
Coleshill South	Coleshill Town Band	£500.00
Coleshill South	Coleshill Heritage Rescue Group	£500.00
Coleshill South	Coleshill in Bloom (Stage 2 Payment)	£1,000.00
Coleshill South	Coleshill Jubilee Events	£3,000.00
Coleshill South	Christmas Lights Switch On Event	£1,200.00
Coleshill South	Coleshill Town FC	£1,000.00
Coleshill South	Christmas Market / Lights	£1,400.00
Coleshill South	Coleshill Ladies FC	£1,500.00
Coleshill South	Coleshill Keep Fit and Natter	£750.00
Coleshill South	Coleshill Scout Group (Squirrels)	£1,000.00
Coleshill South	Woodlands PTFA Christmas Presents	£500.00
Coleshill South	Coleshill Beacon for VE Day	£300.00
Coleshill South	Coleshill Cricket Club mower	£1,000.00
Coleshill South	Coleshill Bowling Club Charity Day	£59.95
Coleshill South	Coleshill Ladies Keep Fit Class	£725.00
Coleshill South	St George's day event Coleshill	£1,250.00
Coleshill South	Defib	£1,500.00
Coleshill South	Coleshill Royal British Legion for the VE Day Celebrations	£500.00

Curdworth	Middleton Badminton Club	£590.00
Curdworth	Middleton Recreation Room Porch	£1,500.00
Curdworth	Nether Whitacre Church Hall Alarm	£500.00
Curdworth	Lea Marston Parish Council Playground Improvements (Capital)	£4,000.00
Curdworth	CCTV Fly Tipping Prevention	£4,500.00
Curdworth	Bodymoor Heath Village Hall Fund	£1,300.00
Curdworth	Lea Marston - Improvement and security of children's playground.	5010
Dordon	COVID-19 Clapping Video	£250.00
Dordon	Dordon Activities Group (Bargain Food Box Project)	£7,000.00
Dordon	Village Hall Deep Clean	£500.00
Dordon	Dordon Community Spirit Volunteers	£110.00
Dordon	Dordon Community Café: Freezer	£249.00
Dordon	Dordon Community Café: Take Away Meals	£3,000.00
Dordon	Dordon Community Store (Goods)	£3,000.00
Dordon	Dordon Activities Group (New Activities)	£2,000.00
Dordon	Memorial Bench	£1,541.00
Dordon	Tutoring for Disadvantaged Pupils	£937.02
Fillongley	Face Masks Project	£600.00

Fillongley	NNWEC Emergency Appeal	£3,000.00
Fillongley	Shustoke Defibrillator Box	£1,500.00
Fillongley	Fillongley and Corley Newsletter	£500.00
Fillongley	Corley Cricket Club Cricket Nets	£2,000.00
Fillongley	Maxstoke Parish Council CCTV Cameras	£1,000.00
Fillongley	Corley and Fillongley Photographic Club	£400.00
Fillongley	Changing Rooms Condition Survey	£1,800.00
Fillongley	Shushtoke Playing Field Play Equipment	£2,000.00
Fillongley	Fillongley Flood Group	£1,000.00
Fillongley	Fillongley Flood Group	£8,286.00
Fillongley	Play equipment	£5,000.00
Harsthill	NNWEC Emergency Appeal	£2,000.00
Harsthill	Atherstone Santa Sleigh Fund	£60.00

Harsthill	Grange Road Recreation Ground (Capital)	£15,590.00
Harsthill	Hartshill Community Samba Band	£240.00
Harsthill	Oldbury Cottage Care Farm - Sensory Garden	£1,498.00
Harsthill	Hartshill Parish Council - Christmas lights	£300.00
Hartshill	Nuneaton borough Ladies and Girls	£2,000.00
Hartshill	Hartshill Community Samba	£500.00
Hurley and Wood End	Easter Egg Competition	£210.00
Hurley and Wood End	Nature Art Competition	£115.00
Hurley and Wood End	Food Voucher (Vulnerable Resident)	£150.00
Hurley and Wood End	Atherstone Santa Sleigh Fund	£60.00
Hurley and Wood End	Halloween Event	£157.87
Hurley and Wood End	Church Roof Repairs	£204.00
Hurley and Wood End	Piccadilly and Wood End Benches and Bins	£3,320.00
Hurley and Wood End	Scouts Camping Equipment	£1,099.40
Hurley and Wood End	St. Michael's Church: Fundraising Equipment Hire	£600.00
Hurley and Wood End	Three Villages Youth Group	£1,000.00
Hurley and Wood End	Beeline Community Transport	£1,000.00
Hurley and Wood End	Creative Easter Project	£65.85
Hurley and Wood End	Wood End Recreation Ground Security Measures	£300.00

Hurley and Wood End	Wood End Village Hall Gardening Work	£250.00
Hurley and Wood End	The Woodlands Centre (Freezer)	£500.00
Hurley and Wood End	Hurley Fun Day	£846.00
Hurley and Wood End	Hurley Allotments Association Container Unit	£3,204.00
Hurley and Wood End	Hurley Allotments Association: Planning Fee	£234.00
Hurley and Wood End	Wood End Village Hall Works (Various)	£4,333.00
Hurley and Wood End	Community Summer of Reading	£882.21
Hurley and Wood End	Piccadilly Community Association Fun Day	£360.00
Hurley and Wood End	Christmas fete	£1,000.00
Hurley and Wood End	Dance troupe headbands	£132.93
Hurley and Wood End	Community Summer of Reading	£2,697.65
Kingsbury	Kingsbury Good Neighbours COVID-19 Volunteer Support	£500.00
Kingsbury	NHS Uniform Wash Bags	£200.00
Kingsbury	Kingsbury Village Noticeboard	£3,180.00
Kingsbury	1st Kingsbury Scout Group Camping Equipment	£1,420.00
Kingsbury	Kingsbury Tumble Time Messy Play Sessions	£350.00
Kingsbury	Kingsbury Good Neighbours Homework Helping Hand Initiative	£700.00

Kingsbury	Kingsbury and Cliff Residents' Group - Village Events	£250.00
Kingsbury	Kingsbury Women's Institute - Speakers	£250.00
Kingsbury	Kingsbury Youth and Community Centre - Electrical Works	£2,000.00
Kingsbury	Atherstone Santa Sleigh Fund	£60.00
Kingsbury	1st Kingsbury Guides	£240.00
Kingsbury	Kingsbury Good Neighbours - Village Newsletter	£500.00
Kingsbury	Parish Recreation Ground Improvements (Capital)	£8,000.00
Newton Regis and Warton	Shuttington COVID Luncheon Club	£500.00
Newton Regis and Warton	Warton Allotment Association (COVID-19 Support)	£1,000.00
Newton Regis and Warton	Atherstone Santa Sleigh Fund	£60.00
Newton Regis and Warton	Christmas Social Inclusion Project	£500.00
Newton Regis and Warton	Austrey Old School Hall Trust	£1,250.00
Newton Regis and Warton	Shuttington Community Benches	£2,835.00
Newton Regis and Warton	Newton Regis Fun and Fit Project	£4,335.00
Newton Regis and Warton	Austrey Old School Hall Trust	£1,750.00
Newton Regis and Warton	Warton Allotment Association Improvement Scheme	£500.00
Newton Regis and Warton	Village Hall and Playing Field Security	£2,000.00

Newton Regis and Warton	8 Townsend Close, Newton Regis: Green Bin Permit	£40.00
Newton Regis and Warton	Warton Carnival	£2,880.00
Newton Regis and Warton	Newton Regis FPTA Community Garden	£1,700.00
Newton Regis and Warton	Youth 139	1,700
Newton Regis and Warton	Warton Community Speed Watch	£500
Newton Regis and Warton	Warton Allotments	1,500
Newton Regis and Warton	Austrey Community Orchard	£605.00
Newton Regis and Warton	Alvecote Play area fencing	£3,500
Newton Regis and Warton	Mental Health First Aid course in Austrey village hall.	£1,229
Polesworth East	Toys	£900.00
Polesworth East	Polesworth Carnival	£1,560.00
Polesworth East	Polesworth Donkey Sanctuary	£1,300.00
Polesworth East	Polesworth Dickens	£2,000.00
Polesworth East	Polesworth Community Association	£7,500.00
Polesworth East	Polesworth Abbey Scout Group	£2,200.00
Polesworth East	COVID-19 Food and Milk Project	£745.00
Polesworth East	COVID-19 Food	£5,284.74
Polesworth East	COVID-19 Food	£2,000.00
Polesworth East	COVID-19 Food	£494.72
Polesworth East	Christmas Celebrations	£500.00
Polesworth East	COVID-19 Food Storage Units	£808.71
Polesworth East	COVID-19 Printing (Mixam)	£97.27

Polesworth East	Polesworth Community Association (123 Reg, Bluehost and Elementor)	£75.36
Polesworth East	Polesworth Eggs (COVID-19)	£112.50
Polesworth East	North Warwickshire Recreation Ground Scheme	£2,500.00
Polesworth East	Supporting Heroes	£250.00
Polesworth East	Key Workers' Bench	£1,116.00
Polesworth East	COVID-19 Business Recovery Fund	£2,765.70
Polesworth West	Toys	£900.00
Polesworth West	COVID-19 Food and Milk Project	£745.00
Polesworth West	COVID-19 Food	£5,284.74
Polesworth West	COVID-19 Food	£2,000.00
Polesworth West	COVID-19 Food	£494.72
Polesworth West	Christmas Celebrations	£500.00
Polesworth West	COVID-19 Food Storage Units	£808.71
Polesworth West	COVID-19 Printing (Mixam)	£97.27
Polesworth West	Polesworth Community Association (123 Reg, Bluehost and Elementor)	£75.36
Polesworth West	Polesworth Eggs (COVID-19)	£112.50
Polesworth West	North Warwickshire Recreation Ground Scheme	£2,500.00
Polesworth West	Supporting Heroes	£250.00
Polesworth West	Key Workers' Bench	£1,116.00
Polesworth West	COVID-19 Business Recovery Fund	£2,765.70
Polesworth West	Edible Links	£5,000.00
Polesworth West	Polesworth Memorial Hall Improvements	£2,000.00

Polesworth West	Polesworth Environmental Improvements	£836.20
Polesworth West	Roof repairs to toilet roof - Birchmoor Working Mens Club	£2,000.00
Water Orton	Covid -19 Support	£3,000.00
Water Orton	Coleshill Post	£500.00
Water Orton	Coleshill Heritage Rescue Group	£500.00
Water Orton	Water Orton Primary School - Safe Space	£2,000.00
Water Orton	1st Water Orton Company, The Boys' Brigade: Equipment and Teaching Materials	£1,500.00
Water Orton	Water Orton Library and Community Centre: IT Support and Craft Equipment	£1,000.00
Water Orton	Water Orton Cricket Club: Sports Equipment	£500.00
Water Orton	Water Orton and District Tennis Club: Sports Equipment	£500.00
Water Orton	Old Saltleians RFC Healthy Lifestyles Project	£1,000.00
Water Orton	WWT Summer School Sessions	£1,000.00
Water Orton	Old Saltleians RFC Warm Hub / Cost of Living Project	£1,650.00
Water Orton	Resurfacing Works (Old Toilet Site)	£2,540.00
Water Orton	Water Orton Wellbeing and Mobility Project	£500.00
Water Orton	Old Saltleians Warm Hub	£5,917

Water Orton	Old Saltleians Warm Hub	£838.44
Water Orton	Water Orton Library	£800.00
Water Orton	Water Orton Bowls Club	£225.00
Water Orton	Water Orton Parish Council projects	£4,100.00

Agenda Item No 8

Executive Board

10 June 2025

Report of the Chief Executive

Corporate Peer Challenge

1 Summary

- 1.1 This report asks the Board to note the action plan following the Corporate Peer Challenge (CPC).

Recommendation to the Board:

That the action plan be agreed.

2 Report

- 2.1 Members will recall that the Council hosted a Local Government Association (LGA) Corporate Peer Challenge team in September. CPCs are a key part of the sector's approach to improvement and assurance.
- 2.2 The report from the team was positive overall and was considered by this Board in [November](#). As part of the process a number of recommendations were made for the Council to consider.
- 2.3 The report was published in line with the CPC requirements however further time was allowed by the LGA to agree the action plan given Local Government Reorganisation deadlines and local elections in May.
- 2.4 The Council will receive a follow up visit on 30 June during with the CPC team will look at progress made on the recommendations.
- ... 2.5 The recommendations from the CPC, actions and progress are set out in the Appendix to this report.
- 2.6 One of the main issues from the report was whether the Council should have a new, separate Audit Committee. Given the democratic arrangements within the Council, it is suggested that as part of the review of the Constitution, which is currently ongoing, consideration be given to changing the focus of the Resources Board to being the Audit, Governance and Resources Board with a renewed emphasis with its terms of reference for governance, risk, and audit matters. The detail of this change will be reported to Members once the review of the Constitution has completed and once the Government's proposals on Local Authority Audit are known.

2.7 Members are asked to agree the action plan and make any further recommendations.

3 **Report Implications**

3.1 There are no specific implications at this stage.

The Contact Officer for this report is Steve Maxey (01827 719438).

NORTH WARWICKSHIRE BOROUGH COUNCIL



Peer Review Action Plan - 2025

Recommendation 1

The Council's corporate priorities need to be consistently communicated and understood throughout the organisation with an effective performance management framework and culture in place to monitor delivery.

ACTION 1

The Council has comprehensively reviewed its Corporate Priorities including how these are presented and also reviewed its performance management framework.

- Corporate Plan Annual Refresh – [March 25 Executive Board](#)
- Latest Corporate Plan Performance Report - [March 25 Executive Board](#)
- The Performance Framework and progress on performance indicators has been [reported](#) to Members and a dashboard created with various reporting levels (Public, Members, Management etc) - [NWBC Performance Indicators | Performance Indicators - Interactive Report | North Warwickshire Borough Council](#) and a Data Analyst position has been created and is now operational. We have defined a process that we are working to for our data, it is as follows:

Level 1 - obtaining accurate and consistent data for depts.

Level 2 - linking to data source (if possible)

Level 3 - review of data with data owner to ensure data is displaying accurately and visual is clearly defined understood

Level 4 - can we add additional measures that would be beneficial? For example displaying for data on enforcements for fly tipping, improvements in food hygiene scores and peaks and troughs in workloads

Level 5 - determining RAG status with officers

Level 6 - comparing our data with other Councils

- The Chief Executive is in the process of attending divisional meetings to increase awareness of the priorities and discuss performance.

Recommendation 2

The Council must strengthen its core governance arrangements.

ACTION 2

The Council has undertaken a governance internal audit, and this has been reported to the Resources Board in [January 2025](#). Progress against the actions will be reported via the Corporate Director Resources.

External solicitors have been commissioned to assist with the updating of the Constitution. As set out in the main report, one of the main suggestions in the CPC report was that the Council should have a separate Audit Committee. Whilst a number of comparable Councils do have an Audit Committee, it is

suggested that given our democratic arrangements that the focus of the Resources Board be changed to the Audit, Governance and Resources Board with a renewed emphasis with its terms of reference for governance, risk, and internal audit matters. It is suggested that given the scope of the terms of reference for the Executive Board, that external audit remains being reported to that Board. The detail of this change will be reported to Members once the review of the Constitution has completed.

The Government has also consulted on changes to the Local Government Audit system including mandating some elements of how an Audit Committee will work (such as a requirement to have at least one independent Members). The Council will therefore review progress on this matter from Government as it may wish to see this detail before changing our current arrangements.

A number of policies and procedures have been and are in the process of being updated and have been reported to Members. Examples include new [Contract Standing Orders](#) adopted in March 2025, a number of Data Protection [Policies](#) (February 2025) and considerable progress has been made with regard to external audit, financial statements and governance statements with reports to the Executive Board in [February 2025](#).

Several all staff and officer briefings have been carried out for Data Protection, the new Procurement Act (that came into force in February 2025) and the newly adopted Contract Standing Orders. A new policy has been implemented to prevent inappropriate words being used electronically.

There is a clear plan in place for the 24/25 external audit and the much-improved working relationship with our new External Auditors is of significant assistance.

The Council is undertaking significant work to renew its analysis of corporate risk with RSM UK Risk Assurance Services LLP being commissioned on this work. Two officer workshops have taken place with a draft Corporate Strategic Risk Register has been created and will be reported to Members in due course.

Recommendation 3

The Council should develop a comprehensive budget saving plan, investing in the resources to deliver the savings needed in the medium term. The plan needs to be agreed with clear milestones and be resourced, risk assessed, monitored, and widely communicated.

ACTION 3

This action is outstanding and will form part of the work of our new Corporate Director Resources.

Recommendation 4

The digitisation/modernisation journey needs to be clearly embedded in a transformation programme. It must be sufficiently resourced, with an appropriate skill set level with processes and governance in place to ensure delivery. This includes appropriate engagement and reporting lines to Members.

ACTION 4

Further resources have been added to the transformation team with the Data Analyst and a further Transformation Officer.

The work of the team is reported to Members as part of the Corporate Plan update, the latest report of which was considered by the Executive Board in [March 2025](#). A specific report on the work of the

team was considered by the Executive Board in [September 2024](#) (page 9), this is reported to Executive board annually. An update on recent progress is included [here](#).

The Corporate Services Division's Service Plan sets out the work for the coming year with a list of transformation project appended to that Plan –



service plan 25 26
CS.xlsx

The Council will be commencing a review of our Customer Services to ensure that the Council is providing an efficient and excellent service to both internally and externally to our residents.

Most of the Transformation team are Prince II qualified and they are tightening up project documentation to ensure services have an opportunity to input into the scope, have an increased awareness of what time project entails. Here's a brief outline:

1. Project Mandate,
2. Business Case – includes scope, team, sponsor, objectives, measurables etc,
3. PID – this will vary depending on size of the project but will include things like Plan, Issues log, change log, risk log,
4. Highlight reports,
5. Project close – lessons learnt and did we achieve the savings, additional income or efficiency.

Recommendation 5

NWBC should strengthen its strategic leadership capacity and resolve the interim nature of the Senior Management Team, with a timescale to develop a permanent structure.

ACTION 5

Detailed reports on this action will take place in the late summer/early Autumn to Executive Board and the Senior Management Recruitment Sub-committee.

Recommendation 6

Establish regular staff session input from all senior managers and explore opportunities for political leaders to participate in these sessions.

ACTION 6

As part of the consideration of the key issues facing the Council that will be reported to Executive Board in the Autumn, sessions to allow staff to input into this work will be arranged including involvement from the political leadership.

Recommendation 7

Embrace the opportunities technology brings to increase access and improve communication across Council business.

ACTION 7

Technology

An IT skills survey has been undertaken; the results are here: [ICT Skills Audit Survey](#)

Work has begun on training videos. They can be found here: [Welcome](#)

Communications - external

The Council has improved its communications to residents over the last couple of years with the procurement and implementation of gov delivery (email and text subscription service), increased activity on our social media page and increasing the amount of news releases we do we also work to a yearly plan for social media activity.

Communications - internal

The Council has two full time Communications Officers, and they manage the Council's website, internal and external communications. They arranged a fundraising event in November 2024 for Children in Need that raised over £800 and working with colleagues arranged several activities around Mental Health Week which included lots of emails for staff, a 'walk and talk' session at a lunchtime and a video from the Chief Executive and others from other organisations.

One of the Communications Officer attends the monthly Extended Management Team for a proactive discussion.

We have a staff forum internally for all staff to attend if they so wish, with the next one taking place in June 2025. We also have a staff Facebook page and several TVs around the building with key messages for staff.

The Chief Executive has held all staff meetings to ensure that the messages, potential impact and proposals are well communicated about Local Government Re-organisation.

Recommendation 8

Consider an environment that better supports Members to fulfil their role. This will include internal and external Member training and development and utilisation of technology to improve access (e.g. hybrid briefings/meetings).

ACTION 8

A training and development plan is being worked up and will be reported to Members shortly, based in the induction sessions for new Members, refresher sessions for existing Councillors and topic specific training such as Planning, Finance and Conduct.

Recommendation 9

The Council should develop a systematic and strategic approach to engaging with key partners across Warwickshire and beyond, making use of both Member and officer skills to build profile and influence, and bring back insight and learning to the Council.

ACTION 9

The Council engages very widely with local partners in local government, health, Police, FE colleges and other sectors.

The Leader is now involved in work within the LGA and District Council Network.

Recommendation 10, 11 & 12

Create a clear, shared understanding of the process to further develop the business case for the redevelopment and management of NWBC leisure centres, with adequate resources and a longer timescale for delivery.

Within this business case provide greater clarity on the drivers for the project, distinguishing between those relating to asset management, need to reduce subsidy, improve the health of residents; and then ensure a consistency of understanding and focus.

Within the delivery plan create clarity as to how to effectively integrate leisure provision with green and open spaces (including fees and charges), develop the asset management plan, and consider how community capacity building could support leisure and health needs including asset management.

ACTION 10, 11 & 12

There have been a series of reports to the Council on the business case for the redevelopment of Atherstone and Polesworth Leisure centres.

The relevant committee reports are as follows

- [August 2024](#) (page 26 – 62)
- [November 2024](#) (page 7 - 23)
- April 2025 – confidential report to be shared with the CPC team
- May 2025 – confidential report to be shared with the CPC team
- June 2025 – confidential report to be shared with the CPC team

The meetings in August, November and May were preceded by an invitation to councillors to attend briefing meetings to understand the project in more detail before the communities and Environment Board took their decisions. A visioning workshop was also held with members in February 2025 (refer to the May 2025 report above) this established the wider community needs, drivers and aspiration for the new design and use of a future facility. The decision to proceed with the Option selected, highlights the cost balance between the facility mix and the wider community benefits and health needs.

We have also established a C and E Board Member sounding board to work with officers on some of the detail required in advance of the full meetings.

There is an officer Leisure Board that is driving the project. The Project Sponsor is the Interim Corporate Director (Streetscape) with a series of senior officers and project support for delivery. An interim Project Manager was appointed last summer to supplement this work.

The Leisure board and the Members of the C and E Leisure sounding board, alongside the chair of the Resources committee held a separate Risk Management Workshop with RSM UK Risk Assurance Services LLP to identify the Council's approach to managing the overall risks, governance and resources for the project – this is attached as an Appendix to the May 2025 report. The risk register is a standing item on the C and E Board agenda, whereby officers advise on any changes to the risks identified. This will be reviewed at regular intervals by the Resources Board too.

Update reports are also presented to Management Team this includes the monitoring of key risks and issues. In addition, all key project decisions/reports/papers are presented to MT.

The Council has appointed external design and build/project management/legal and technical support and is shortly due to start the procurement process for a contractor to build Atherstone Leisure Complex and the appointment of a new Operator to run all of the leisure facilities from Spring 2026. The programmes are included in the reports above.

As part of the business planning process, it was agreed that Atherstone Leisure Complex would be prioritised due to the age of the building and the on-going disruption and closures due to mechanical failures. We believe the revised programme to be pacy but achievable by 2028.

Work is on-going around developing a second business case for the redevelopment of a leisure facility/facilities at Polesworth.

Work is also in hand with regard to future papers around the scheme impacts on staffing, parking, community groups and stakeholders. A full communications plan is being drafted to deal with stakeholder and planning engagement as the project progresses.

We also meet with Sport England to discuss opportunities within the borough.

The Council has an adopted [Green Spaces Strategy](#) and a [Playing pitch Strategy](#) we have recently taken an update report on the [Green Spaces Strategy on the 20 January 2025](#) (pages 51 – 81) which identifies a future vision for green space usage including the hire of land (for a suitable charge) for community events.

We also have a programme of improvements for pavilions and changing rooms with the objective that once complete those facilities, and the associated playing pitches will be subject to community asset transfer and community sports group, [see the June board report](#) (pages 6 – 46).

We have regular meetings with the Football Foundation as part of an investment strategy in 3G pitches across the borough.

We have a rolling annual programme of play area improvements which now includes non-smoking areas/smoke free places in enclosed fenced areas. Through the hire of pitches and green spaces we are also encouraging teams and spectators to be smoke free.

The Council currently commissions Warwickshire Wildlife Trust (WWT) to manage four Local Nature Reserves. Each site has a management plan which are reviewed annually, and WWT utilises volunteers to help work on the sites.

Through UK Shared Prosperity Funding and Rural England Prosperity Funding, work has been completed to a number of green spaces to improve accessibility to sites. This includes the installation of k-barriers, inclusive play equipment and improvement to paths.

Agenda Item No 9

Executive Board

10 June 2025

Report of the Chief Executive

Community Governance Review - Caldecote

1 Summary

- 1.1 This report asks the Board to recommend to Council that a Community Governance review for Caldecote and part of Hartshill be undertaken.

Recommendation to Council

That a Community Governance review of Caldecote and Hartshill be agreed.

2 Report

- 2.1 North Warwickshire Borough Council has received a petition from local residents asking for a Community Governance Review ('CGR') of Caldecote. The area to be reviewed includes an area of Hartshill. There are 92 properties in Caldecote (138 Electors) and 9 in the area of Hartshill (19 electors) as set out in Appendix 1.

- 2.2 The Local Government and Public Involvement in Health Act 2007 ('the Act') provides that such a petition must contain at least 37.5% of the relevant electorate, in cases where this is fewer than 500 cases (as it is in this case).

- 2.3 The petition was received on 2nd February 2025 and a redacted version is attached as Appendix 2. It calls for a community governance review to be carried out with the aim of creating a parish council for the currently un-parished area of Caldecote. It also calls for the transfer of adjacent parts what is currently part of the Hartshill Parish Council area into the newly created Parish Council.

- 2.4 The Council is not currently undertaking a CGR nor has it recently completed one and therefore is under a duty to now undertake a CGR given that a valid petition has been received. The Council has 12 months in order to carry out the review and must set out the terms of reference for the CGR. The Board is asked to approve the undertaking of the review, the terms of reference for which are set out in Appendix 3.

- 2.5 The Act requires the Council to consult with Warwickshire County Council and this has taken place.

3 Report Implications

- 3.1 The legal implications are set out in the report. There will be some staffing implications with consultation work being carried out by colleagues from the Democratic Services, Communications and Forward Planning teams.

The Contact Officer for this report is Steve Maxey (719438).

ADDRESS
19 Cladecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
20 Cladecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
21 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
22 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
24 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
25 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
26 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
27 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
28 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
29 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
30 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
31 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
32 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
33 The Stables, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
Clock Tower, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
1 East Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
2 East Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
3 East Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
4 East Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
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15 East Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
16 East Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
Studio Apartment, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UN
1 West Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UL
2 West Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UL
3 West Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UL
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8 West Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UL
9 West Wing, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0UL
1 Caldecote Mews, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
2 Caldecote Mews, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
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4 Caldecote Mews, Calcecote Hall Drive, Caldecote, Nuneaton, CV10 0TW

5 Caldecote Mews, Caldecote Hall Drive, Caldecote, Nuneaton, CV10 0TW
4 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
5 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
6-7 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
8 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
9 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Bonnie Cottage, 10 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Fools Nook, 11 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
12 Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Anker Cottage Farm, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Fincher Place, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Greenacre, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Meadow Brook, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Nursery House, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Purefoy Lodge, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
Springwood Bungalow, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
The Beeches, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
The Bungalow, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
The Grange, Caldecote Lane, Caldecote, Nuneaton, CV10 0TN
4 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
5 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
6 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
7 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
8 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
9 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
10 The Courtyard, Caldecote Lane, Caldecote, Nuneaton, CV10 0AS
1 Hawcutt Drive, Caldecote, Nuneaton, CV10 0GJ
2 Hawcutt Drive, Caldecote, Nuneaton, CV10 0GJ
3 Hawcutt Drive, Caldecote, Nuneaton, CV10 0GJ
4 Hawcutt Drive, Caldecote, Nuneaton, CV10 0GJ
5 Hawcutt Drive, Caldecote, Nuneaton, CV10 0GJ
Fyves Court, Watling Street, Caldecote, Nuneaton, CV10 0SB
14 Weddington Lane, Caldecote, Nuneaton, CV10 0TS
15 Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Orchard House, 16 Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Primrose Cottage, 17 Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Hayfield, 18 Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Highlands, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Homelands, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Ingladene, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Keepers Gate, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Park View, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Rookwood, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
School House, Weddington Lane, Caldecote, Nuneaton, CV10 0TS

South View, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
The Elms Farm, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
The Shades, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Timberlea, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Trees, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
Woodside, Weddington Lane, Caldecote, Nuneaton, CV10 0TS
19-20, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
21, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
Old Mill Cottage, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
Leathermill Grange, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
Woodford Lodge Farm, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
1 Railway Cottages, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
2 Railway Cottages, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
3 Railway Cottages, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX
4 Railway Cottages, Leathermill Lane, Hartshill, Nuneaton, CV10 0RX

Democratic Services,
North Warwickshire Borough Council
The Council House, South Street,
Atherstone, Warwickshire
CV9 1DE

03 February 2025

To whom it may concern,

Re: Petition To Establish Caldecote Parish Council

Please find enclosed a full petition from Caldecote residents to establish a Caldecote Parish Council.

Recognising that there has previously been an effective Council for this parish, our motivation for reestablishing the Parish Council and our commitment is for the continued conservation, development and protection of this important, historic, parish and its community; parts of which are now a Designated Conservation Area that requires considered, proactive, management. In addition, there have recently been many proposed developments that would impact the environment here and Caldecote residents feel that a Parish Council would be the most effective and democratic vehicle to ensure we are unified in responding to these important matters going forwards.

Our petition calls for a larger 'Geographical Area' to be administered by the Parish Council than the current Caldecote boundary, assuming, in addition, part of that which is currently within Hartshill – *see appendix Geographical Area*. The reasoning for including this particular part of Hartshill is due to its historic inclusion in the Caldecote Estate and connection with Caldecote parish. It is consequently closer to and more integrated with Caldecote through roads and footpaths than it is to the centre of Hartshill. Combined within the current Caldecote boundary and the additional area, there is a sufficient number of electorate to form a Parish Council.

We recognise that the timing of our petition coincides with a review of North Warwickshire Ward Boundaries and Caldecote residents are adamant that Caldecote, along with this extended area must sustain in whole within a given Ward.

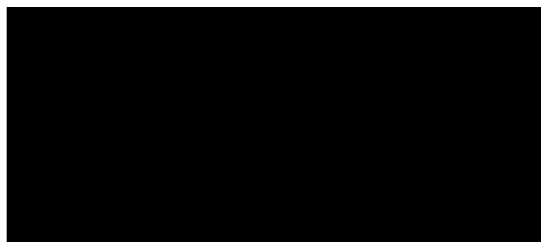
We have sufficient signatures representing >37.5% of the 158+ electorate within the Geographical Area to make this petition valid and we are committed to establishing the appropriate administrative structure and systems.

We feel there is no reason to delay a response on this matter and that it is in the best interest of all to begin the Community Governance Review as soon as possible. To confirm receipt of this petition and to respond to the petitioners please use the following communication channels:

In writing to:



By email to:



We, the undersigned, petition North Warwickshire Borough Council (NWBC) to accept and support the formal establishment of a Caldecote Parish Council that will manage and administer the Geographical Area shown on the attached map, including that within the current Caldecote boundary (highlighted purple) and the additional area currently held within Hartshill (highlighted yellow).

	Full Name	Address and postcode	Signature
1	ANNE THOMAS		
2	IAN MILLER		
3	ELANE HARRIS		
4	Monique VINE		
5	Martin VINE		
6	JOHN HUGHES		
7	LEMFORD E DUNBAR		
8	Deburdh Brindley		
9	Jonathan Brindley		
10	Susan Randle		
11	STEVEN RANDLE		
12	SANDY SANDON		
13	Sarah Moore		
14	ANDREW MOORE		
15	MELISSA CANNON		

We, the undersigned, petition North Warwickshire Borough Council (NWBC) to accept and support the formal establishment of a Caldecote Parish Council that will manage and administer the Geographical Area shown on the attached map, including that within the current Caldecote boundary (highlighted purple) and the additional area currently held within Hartshill (highlighted yellow).

	Full Name	Address and postcode	Signature
16	Reedard Cannon		
17	Glenn Mayall		
18	Lorenzo Del Busso		
19	Rocco Del Busso		
20	Antonio Del Busso		
21	Gickel Del Busso		
22	Louise Storrow		
23	LUIS ANGEL SANTAMAR		
24	Prudence Schleuter		
25	Rebecca Wood		
26	Aaron Carr		
27	DAVID RAWLAND		
28	Kate Gudgeon		
	XXXXXXXXXX		

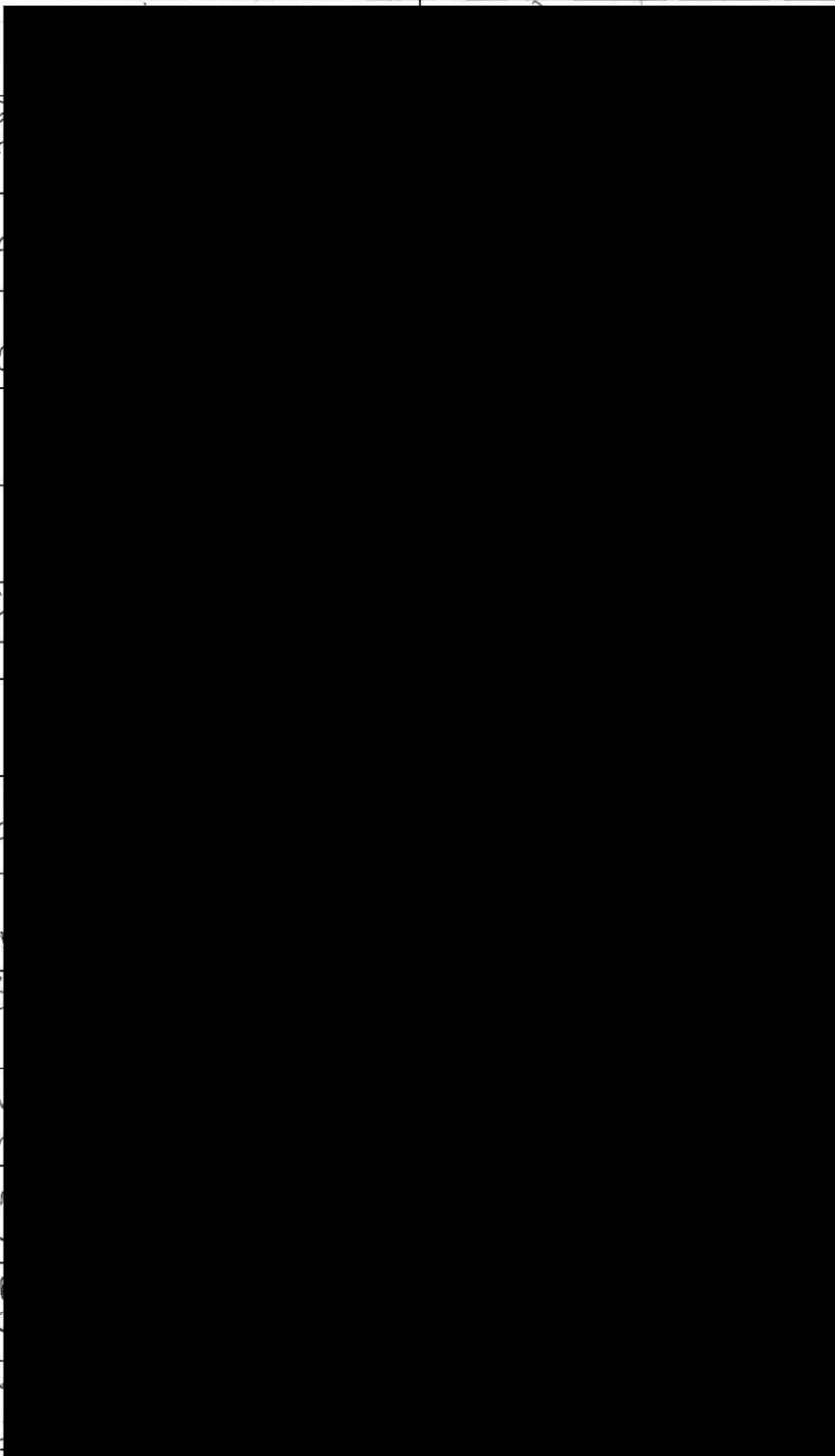
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	Full Name	Address and postcode	Signature
29	THOMAS LEE STORROW		
30	JAMES STURGE ELDER		
31	AMANDA LOUISE ELDER		
32	Michelle Tind: Horner		
33	CLAIRE LOUISE ILES		
34	MARLENE HOWE		
35	David Williams		
36	JASON JONES		
37	Oliver Jones		
38	JENNY JONES		
39	MARGARET MANDER-HOWELLS		
40	KEITH HOWELLS		
41	SACHA IRVINE		
42	CAMERON JONES		
43	ANN KELLY		

We, the undersigned, petition North Warwickshire Borough Council (NWBC) to accept and support the formal establishment of a Caldecote Parish Council that will manage and administer the Geographical Area shown on the attached map, including that within the current Caldecote boundary (highlighted purple) and the additional area currently held within Hartshill (highlighted yellow).

	Full Name	Address and postcode	Signature
44	JOHN HURST		
45	JOY DENISE HURST		
46	AMANDA JAYNE CHECKLAND		
47	MATTHEW ROY CHECKLAND		
48	CHRISTINE BROWN		
49	WILLIAM BROWN		
50	GAYNOR SMITH		
51	NEIL CROAD		
52	FLORA & MARK NEALE		
53	PAUL FRETTER		
54	SOPHIE FRETTER		
55	PAUL MARRIOTT		
56	STEPHEN CROSS		
57	CLAIRE CROSS		
58	JOY HUTCHINSON		
59	DAVID HUTCHINSON		

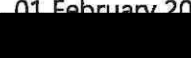
We, the undersigned, petition North Warwickshire Borough Council (NWBC) to accept and support the formal establishment of a Caldecote Parish Council that will manage and administer the Geographical Area shown on the attached map, including that within the current Caldecote boundary (highlighted purple) and the additional area currently held within Hartshill (highlighted yellow).

	Full Name	Address and postcode	Signature
60	Mr Ramesh Dajji		
61	Mrs Rama Dajji		ATH
62	KEN TAYLOR		
63	ANITA TAYLOR		ATH
64	N. S. WILBORE		ATH
65	C W		ATH
66	MR. K. ASHBY (KEVIN ASHBY)		ATH
67	MRS. A. ASHBY (ANITA ASHBY)		ATH
68	JEFF TURNER		
69	CHERYL TURNER		ATH
POTENTIAL DUPLICATE 70	A ELLER		ATH
71	DIANE NMAZI		
72	KAYVAN NMAZI		
73	Karen Baxter		
74	MALIN BAXTER		

75 MICHAEL McDONNELL

76 ANDREA McDONNELL

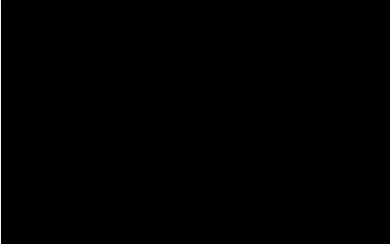


From: Andrea McDonnell <
Sent: 01 February 2025 01:59
To: 
Subject: Petition signing remotely

Dear 

Please would you add my name to the petition as I'm in agreement with the petition to North Warwickshire Borough Council to accept and support the formal establishment of a Caldecote Parish Council that will manage and administer the Geographical Area [that ^{you} have seen] including that within the current Caldecote boundary and the additional area currently held within Hartshill. "

Yours sincerely
Andrea McDonnell




Subject:

Petition signing remotely

From: Michael McDonnell 

Sent: 01 February 2025 02:04

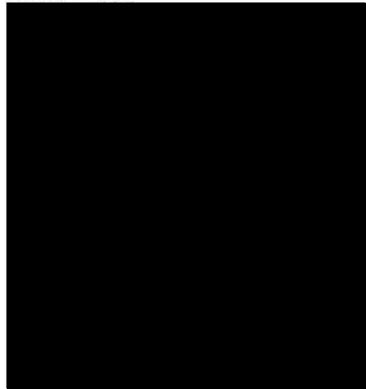
To: 

Subject: Petition signing remotely

Dear 

Please would you add my name to the petition as I'm "in agreement with the petition to North Warwickshire Borough Council to accept and support the formal establishment of a Caldecote Parish Council that will manage and administer the Geographical Area [that I have seen] including that within the current Caldecote boundary and the additional area currently held within Hartshill. "

Yours sincerely

Michael McDonnell


Geographical Area

The Geographical Area of administration for the Caldecote Parish Council includes the current Caldecote Boundary (highlighted purple) and the additional area currently within Hartshill (highlighted yellow).



Caldecote Community Governance Review – Draft Terms of Reference

Background

North Warwickshire Borough Council has received a petition from local residents asking for a Community Governance review of Caldecote.

The petition was received on 2nd February 2025. It calls for a community governance review to be carried out with the aim of creating a parish council for the currently un-parished area of Caldecote. It also calls for the transfer of adjacent parts what is currently part of the Hartshill Parish Council area into the newly created Parish Council.

Legal Framework

In undertaking the Review, the Council will be guided by:

- Part 4 of the Local Government and Public Involvement in Health Act 2007
- the relevant parts of the Local Government Act 1972
- Guidance on Community Governance Reviews issued in accordance with section 100(4) of the Local Government and Public Involvement in Health Act 2007 by the Department of Communities and Local Government and the Local Government Boundary Commission for England in March 2010
- Local Government (Parishes and Parish Councils) (England) Regulations 2008
- Local Government Finance (New Parishes) Regulations 2008

Reason for this Review

Having received a valid petition from local residents, the Council must undertake a Community Governance review as per these terms of reference and in accordance with Section 83(2) of the LGPIHA 2007.

The campaigners, in organising the petition state:

Our motivation for re-establishing the Parish Council and our commitment is for the continued conservation, development and protection of this important historic parish and its community...

...Caldecote residents feel that a Parish Council would be the most effective and democratic vehicle to ensure we are unified in responding to these important matters [proposed development affecting/adjacent to Caldecote]

What is a Community Governance Review?

A community review is the process used to consider parish arrangements. It is a review to consider one or more of the following:

- creating, merging, altering or abolishing parishes;
- the naming of parishes and the style of new parishes;
- the electoral arrangements for parishes (the ordinary year of election; council size; the number of councillors to be elected to the council, and parish warding), and
- grouping parishes under a common parish council or de-grouping parishes.

Existing Parish Governance in North Warwickshire

The Council believes parish councils play an important role in terms of community empowerment at the local level. The Council wants to ensure parish governance in our Borough continues to be robust, representative and enabled to meet the challenges that lie before it.

Furthermore, it wants to ensure there is clarity and transparency to the areas parish councils represent. It wants to ensure that the electoral arrangements of parishes – the warding arrangements and the allocations of councillors – are appropriate, equitable and readily understood by their electorate.

North Warwickshire currently has 30 parishes, with 28 having a Parish Council. The civil parishes of Caldecote and Great and Little Packington do not currently have a Parish Council and in law (though not necessarily in practice) are served by an annual parish meeting.

Key Decision to address

Given the request within the petition, the Council must determine, following consultation with relevant stakeholders whether:

- the residents within that area would be well served by the creation of a new parish council,
- whether an alternative proposal should be implemented, or
- no change made to the current governance arrangements for the area.

Proposed Consultation

To include but not be limited to:

- Webpage with information and response form
- Public meetings - Caldecote and Hartshill PC
- Online consultation for Borough/County Councillors and NWALC
- Main drop to properties in Caldecote and Hartshill
- Emails to those residents in Caldecote and Hartshill signed up to Gov Delivery
- Social media campaign
- Posters for local area
- Formal consultation with Hartshill PC
- Petition organisers and Hartshill PC invited to make such representations as they wish, to be included in the consultation documents
- Details of financial and budget implications to be included in the consultation information

Timetable for the Review

Stage	What Happens?	Timescales	Dates
Commencement	Terms of Reference agreed by Council on 18 June 2025	0	Council, 18 th June 2025
Preliminary Stage	Local Briefing – Caldecote/Hartshill	One Month	

	residents and other stakeholders (e.g. County Council, NWALC)		
Stage One	Initial Consultation Response	Three months	
Stage Two	Consideration of all submissions received to consultation exercise	Two months	Executive Board 24 th November
Stage Three	Draft Recommendations published – for further consultation	Two months	Executive Board 15 th September or 24 th November (depending on level of consultation responses)
Stage Four	Final Recommendations Published	Two months	Exec Board then Council – February
Final implementation (if necessary)	Re-organisation order published/		February

Agenda Item No 10

Executive Board

10 June 2025

Report of the Chief Executive

Appointment to Working Groups

1 Summary

- 1.1 This report asks the Board to appoint representatives to two Working Groups established by this Board.

Recommendation to the Board

That the appointments to the Shop Front Improvement Working Group and HS2 Consultative Working Group be agreed.

2 Report

- 2.1 Further to last month's annual Council which confirmed the appointments to the Council's Bodies, there are two further Working Groups that are appointed by the Executive Board.
- 2.2 The Shop Front Improvement Working Group considers applications to the Council's grant fund for improvements to the appearance of retail premises in our market towns and villages. The HS2 Consultative Working Group has delegated powers to make any decisions in relation to the HS2 consenting regime which often has very short deadlines. Most of the major applications have now been received but there are still a number of additional matters, such as Bringing Into Use applications, that will need to be considered by the Council.
- 2.3 In line with the approach agreed at Council, it is suggested that these be 10 Member Groups with 5 Conservatives, 3 Labour, 1 NWIR, and 1 seat for the Dordon Independent Group on the Shop Front Improvement Working Group and 1 seat for Reform UK on the HS2 Consultative Working Group.

3 Report Implications

- 3.1 There are no specific implication from the report. The need to appoint politically balanced bodies stems from legislation.

The Contact Officer for this report is Steve Maxey (719438).

Agenda Item No 11

Executive Board

10 June 2025

Report of Head of Legal Services

Metal Detecting Policy

1 Summary

- 1.1 The report seeks to approve the Metal Detecting Policy.

Recommendation to Executive Board:

To approve and formally adopt the Metal Detecting Policy.

2 Introduction

- 2.1 The Council from time to time receive requests for permission from individuals and Organisations to carry out metal detecting on land owned, leased or managed by the Council. The Metal Detecting Policy sets out the Council's position regarding such requests (Appendix).

...

- 2.2 The Council has the power to ban metal detecting and other activities. Metal detecting will be unauthorised in all areas of Land owned, leased or managed by the Council.

3 Report Implications

3.1 Legal Considerations

- 3.1.1 Various current pieces of legislation cover metal detecting activities, the main issues being:
- 3.1.2 Where permission has not been sought from the landowner, a metal detectorist can be charged with trespass, criminal damage or intent of theft.
- 3.1.3 The Ancient Monuments and Areas Act of 1979 prohibits detecting on Scheduled Ancient Monuments and within designated Areas of Archaeological Importance.
- 3.1.4 The Treasure Act 1996 outlines various circumstances in which metal items are deemed to be "Treasure Finds" and are subject to specific rules regarding reporting.

3.2 Financial considerations

3.2.1 There are no direct financial implications from this report.

3.3. Equalities Considerations

3.3.1 There are no Equality considerations.

The Contact Officer for this report is Sofia Ali (719251).

Background Papers

Background Paper No	Author	Nature of Background Paper	Date

Metal Detecting Policy

This document sets out North Warwickshire Borough Council's ("Council") Policy on Metal Detecting on Council land.

From time to time, the Council may receive requests for permission from individuals or organisations wishing to carry out metal detecting on land owned, leased or managed by the Council. This document sets out the policy of the Council regarding such requests and is effective from the date that it is adopted.

Metal detecting on the Council owned/managed/tenanted land (including land to which the public has a right of access) is not permitted. This Policy is effective from the date below and it supersedes any previous Policies. All previous agreements concerning metal detecting that may have been made between the Council and metal detectorists will also cease to have effect from the date of the adoption of this Policy (see below).

Any proposal to undertake metal detecting on the Council's land will only be considered where detecting is part of an appropriate metal detecting survey is part of an approved archaeological investigation. This approach has been adopted to provide consistent management of council assets. This is because removal of an archaeological object from its context, unless carried out by a qualified archaeologist, can cause the loss of valuable contextual information, as well as damage to the artefact itself.

Damaging Council land is classed as vandalism, it is an offence enforceable by the Police under the Criminal Damages Act 1971.

Anyone undertaking detecting should abide by the PAS Code of Practice for Responsible Metal Detecting in England and Wales (2017).

A number of problems can result from metal detecting, including:

- Damage to tree roots, plants and wildlife
- Creating trip hazards where land is disturbed and not correctly reinstated
- Removal of artefacts from their original location with serious loss of information
- Damage to related archaeological deposits
- Unreported discoveries leading to an accumulated loss of knowledge.

Persons wishing to carry out such research will need to apply for and obtain the Council's written permission in order to use a metal detector as well as to undertake associated survey work on Council owned land. Permission will only be granted on the understanding that the primary aim of allowing detecting or survey work is the gathering of information about the archaeology on the Council's land.

Metal detectorists seeking permission should write, with a sufficient amount of detail to address the requirements in this guidance, to the Council at The Council House, South Street, Atherstone, CV9 1DE or email

All items of treasure as defined by the Treasure Act 1996, together with any artefacts including metal objects (coins, weapons and jewellery, etc), worked flints, pottery, building materials, slags and worked bone that are found on Council land remain the property of North Warwickshire Borough Council.

Regulations may restrict the use of metal detectors on certain areas, such as Sites of Special Scientific Interest or Access Land designated under the Countryside and Rights of Way Act 2000. These will be considered during the approval process. It is against the law to use a metal detector or remove an object found on a Scheduled Monument without a licence from Historic England

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE SAFER COMMUNITIES
SUB-COMMITTEE**

25 March 2025

Present: Councillor Jarvis in the Chair

Councillors Barnett, Bates, Davey, Jackson, Melia, O Phillips,
Ririe, Smith and Watson

Apologies for absence were received from Councillors Clews
(Substitute Councillor Smith), Humphreys and Osborne

4 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

5 Minutes of the Meeting of the Safer Communities held on 12 November 2024

The minutes of the meeting held on 12 November 2024, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

6 North Warwickshire Community Safety Partnership Update

The Chief Executive provided Members with an update on recent activities with the North Warwickshire Community Safety Partnership. Information was provided about the progress with the agreed priorities from the Strategic Assessment 2021/2022 and the latest crime statistics, together with an outline of the new priorities for 2025-2029.

Resolved:

- a That the update be noted;**
- b That the performance and progress of the North Warwickshire Community Safety Partnership (CSP) be noted; and**
- c That the successful expenditure of the awarded funding, as set out in the report of the Chief Executive, be noted.**

7 North Warwickshire Community Safety Partnership Strategic Assessment

The Chief Executive provided Members with an update on the North Warwickshire Community Safety Partnership (CSP) Strategic Assessment.

Resolved:

- a That the Community Safety Strategic Assessment and the new Community Safety Partnership priorities for 2025-2029 be noted;**
- b That the Safer Warwickshire Annual Review be noted; and**
- c That the approved motion regarding domestic abuse be noted.**

Councillor Jarvis
CHAIR

Agenda Item No 13

Executive Board

10 June 2025

**Report of the
Chief Executive**

Exclusion of the Public and Press

Recommendation to the Board

To consider, in accordance with Section 100A(4) of the Local Government Act 1972, whether it is in the public interest that 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.

Agenda Item No 14

Staffing – requests for supplementary estimates – Report of the Chief Executive

Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Agenda Item No 16

Exempt Extract of the Minutes of the meeting of the Executive Board held on 17 March 2024 Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Paragraph 1 - Information relating to any individual;

Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

In relation to the items listed above members should only exclude the public if the public interest in doing so outweighs the public interest in disclosing the information, giving their reasons as to why that is the case.

The Contact Officer for this report is Amanda Tonks.