

# **AGENDA**

and

## **MINUTES of BOARDS and COMMITTEES**

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

**THE COUNCIL HOUSE  
ATHERSTONE**

on

**20 FEBRUARY 2019**

at

**6.30pm**

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

**This matter is being dealt with by**  
**Emma Humphreys**

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Our ref : EH

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Date : 12 February 2019

**To: All Members of the Council**

Dear Sir / Madam

You are hereby summoned to attend a meeting of the Council, to be held in the Council Chamber, The Council House, South Street, Atherstone on Wednesday 20 February 2019 at 6.30pm.

The following business will be transacted:

- 1 Evacuation Procedure.
- 2 Apologies for absence / Members away on official Council business.
- 3 Disclosable Pecuniary and Non-Pecuniary Interests
- 4 The Mayor to move, in accordance with Standing Order No 6(1):  
**“That the minutes of the Meetings of the Council held on 5 December 2018 be approved as a correct record.”**
- 5 To receive the Mayor’s announcements.
- 6 To answer Questions from Members and the Public pursuant to Standing Order No. 7.
- 7 To receive and consider minutes, recommendations and notes of the following meetings circulated herewith and to make the necessary Orders thereon:
  - a **Planning and Development Board – 10 December 2018, 14 January 2019 and 4 February 2019 (Pages 103 - 119).**

- b **Community and Environment Board** – 21 January 2019 (Pages 120 - 124).
  - c **Resources Board** – 28 January 2019 (Pages 125 - 130).
  - d **Licensing Committee** - 5 February 2019 (Pages 131 - 132).
  - e **Executive Board** – 11 February 2019 (Pages 133 - 139).
- 8 To receive and consider any Notice of Motion under Standing Order No. 10.
- 9 To authorise the Chief Executive, in accordance with Article 13.05 of the Articles of the Constitution, to Sign and Seal, on behalf of the Council, any Orders, Deeds and Documents necessary to give effect to any resolution of the Council.

Yours faithfully

A handwritten signature in cursive script, appearing to read "J. Hutchinson", is written over a light grey rectangular background.

Chief Executive

**MINUTES OF THE MEETING OF THE  
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE COUNCIL  
HOUSE, SOUTH STREET, ATHERSTONE ON  
WEDNESDAY 5 DECEMBER 2018**

Present: Councillor Clews in the Chair.

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

An apology for absence was received from Councillor Ferro.

**27 Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**28 Minutes of the Meeting of Council held on 26 September 2018**

The minutes of the Meeting of the Council held on 26 September 2018 were approved as a correct record and signed by the Mayor.

**29 Mayor's Announcements**

The Mayor announced that she had recently attended the IRRV Awards Ceremony in Telford and was delighted that the Council had won the "Best Innovation Award" for the Ediblelinks Project, its third National Award in 2018, and was highly commended in the category "Excellence in Non-Domestic Rates and Excellence in Financial Inclusion".

She also announced that the Council had been included in a National Money Advice Service publication as a best practice case study, showcasing its innovative approach and outstanding results in supporting customers in financial difficulty.

The Mayor thanked officers and, more importantly, the volunteers, for all the hard work that they had put in to deliver these fantastic outcomes.

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

There were no questions received pursuant to Standing Order No 7.

**31 Minutes of Boards/Committees**

**a) Planning and Development Board – 8 October and 5 November 2018**

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

**Resolved:**

**That the minutes of the meetings of the Planning and Development Board held on 8 October and 5 November 2018, be approved and adopted.**

**b) Community and Environment Board – 15 October 2018**

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

**Resolved:**

**That the minutes of the meeting of the Community and Environment Board held on 15 October 2018, be approved and adopted.**

**c) Resources Board – 12 November 2018**

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

**Resolved:**

**That the minutes of the meeting of Resources Board held on 12 November 2018, be approved and adopted.**

**d) Executive Board – 19 November 2018**

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

**Resolved:**

**That the minutes of the meeting of Executive Board held on 19 November 2018, together with the recommendations contained therein, be approved and adopted.**

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

The following amended Notice of Motion was proposed by Councillor Farrell and seconded by Councillor D Humphreys:

**“Amended Motion relating to Modern Slavery**

**This council notes**

- Though slavery was abolished in the UK in 1833, there are more slaves today than ever before in human history. Figures from the International Labour Organisation (ILO) suggest that there are more than 40 million

people in modern slavery across the world, with nearly 25 million held in forced labour.

- There were 3805 victims of modern slavery identified in the UK in 2016. A rising number but still well below the 10,000 and 13,000 potential victims estimated by the Home Office.
- Modern Slavery is happening nationwide. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment. This can include sexual and criminal exploitation.

#### **This council believes**

- That action needs to be taken to raise awareness of modern slavery and the fact that it is happening all over the UK.
- That councils have an important role to play in ensuring their contracts and supplies don't contribute to modern day slavery and exploitation.

#### **This council resolves**

**In principle to adopt the Co-operative Party's Charter against Modern Slavery to ensure our procurement practices don't support slavery and that a report be considered by the Council's Executive Board on the practical steps that need to be taken to implement the key issues raised in the Charter."**

**Upon being put to the meeting the Mayor declared the amended Motion to be carried.**

The following amended Notice of Motion was proposed by Councillor Farrell and seconded by Councillor D Humphreys:

#### **"Amended Motion relating to Parental Leave**

##### **This Council notes:**

That analysis of the 2018 Local Election results by the Fawcett Society found that only 34% of councillors in England are women, up 1% since 2017.

As of summer 2017, only 4% of councils in England and Wales have parental leave policies, according to research by the Fawcett Society;

That the role of a councillor should be open to all, regardless of their background, and that introducing a parental leave policy is a step towards encouraging a wider range of people to become councillors, and is also a step to encourage existing councillors who may want to start a family to remain as councillors;

That parental leave must apply to parents regardless of their gender, and that it should also cover adoption leave to support those parents who choose to adopt.

**This Council resolves:**

**In principle to improve parental and adoption leave for Councillors and to ensure that councillors with children and other caring commitments are supported as appropriate and that a report be considered by the Council's Executive Board on the practical steps that need to be taken."**

**Upon being put to the meeting the Mayor declared the amended Motion to be carried.**

37 **Retirements**

The Mayor reported that Jerry Hutchinson, Chief Executive and David Harris, Democratic Services Manager, were retiring from the Council at the end of March and January respectively. Jerry had worked at North Warwickshire for over 23 years and David for over 33 years. Members paid tribute to their service to North Warwickshire and wished them well for a long and happy retirement.

34 **The Common Seal**

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

**Resolved:**

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

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

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

10 December 2018

Present: Councillor Simpson in the Chair.

Councillors Bell, Chambers, Clews, L Dirveiks, Hayfield, Henney, Jarvis, Jenns, Morson, Phillips, Reilly, Smitten, Sweet and Symonds

Apologies for absence were received from Councillors D Humphreys (substitute Councillor Jenns), Lewis (substitute Councillor Chambers) and A Wright (substitute Councillor Clews).

Councillor Moss was also in attendance.

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

Councillor Simpson declared a non-pecuniary interest in Minute No 52 – Planning Applications (Application No 2016/0280 – Land Opposite 84-104 Orton Road, Warton) by virtue of having engaged the planning agent.

Councillors Bell and Reilly declared a non-pecuniary interest in Minute No 56 – Warwickshire Minerals Plan - by virtue of their roles as County Councillors and took no part in the discussion or voting thereon.

Councillor Simpson declared a non-pecuniary interest in Minute No 52 – Planning Applications (Application No 2018/0663 – Moor Farm Stables, Wall Hill Road, Corley) by virtue of knowing the applicant, left the meeting and took no part in the discussion or voting thereon.

Councillor Hayfield declared a non-pecuniary interest in Minute No 52 – Planning Applications (Application No CON/2018/0032) - by virtue of his role as a County Councillor and took no part in the discussion or voting thereon.

Councillor Bell declared non-pecuniary interests in Minutes No 52 – Applications numbers 1-4 – by virtue of her membership of the County Council's Regulatory Committee and took no part in the discussion or voting thereon.

Councillors Bell, Hayfield, Jenns and Reilly declared a non-pecuniary interest in Minute No 52 – Planning Applications (Application No 2016/0280 – Land Opposite 84-104 Orton Road, Warton) by virtue of being County Councillors and took no part in the discussion or voting thereon.

Councillor Hayfield declared a non-pecuniary interest in Minute No 52 - Application No 2018/0686 (Kingsbury Hall, Coventry Road, Kingsbury) by virtue of having undertaken some work for the applicant ten years ago.

51 **Minutes**

The minutes of the meetings of the Board held on 8 October and 5 November 2018, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

52 **Planning Applications**

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

**Resolved:**

- a **That in respect of Application No 2018/0032 (Coleshill School, Coventry Road, Coleshill, B46 3EX) the County Council be informed that this Council raises a holding objection to the proposal on the grounds that there is no mitigation or betterment proposed to the issue of alleviating on-street parking in Packington Lane;**
- b **That Application No 2018/0033 (Hartshill Quarry (formerly known as Jeas and Boons Quarry, Nuneaton Road, Hartshill) the County Council be advised that the Borough Council can confirm that there has not been a ten year continuous use of this land and that the County should therefore take legal advice on the argument put forward by the applicant before consenting to the Certificate.**
- c **That in respect of Application No 2018/0036 (Land at northern side of Plank Lane, Water Orton) the Council raises no objection to the proposal;**
- d **That in respect of Application No 2018/0037 (Coleshill Quarry, Gorse Lane, Coleshill, B46 1JU) the County Council be informed that this Council raises no objection to the proposal for the reasons outlined in the report of the Head of Development Control, with the additional comment that any restoration condition on the new permission be as comprehensive as the condition on the current permission;**
- e **That in respect of Application No 2016/0280 (Land Opposite 84 To 104, Orton Road, Warton, B79 0HU):**

- i) outline planning permission be approved with site access as per the second scheme, subject to the completion of a Section 106 Agreement as set out in earlier reports of the Head of Development Control and the conditions as set out therein, with the addition of a condition requiring car parking on site;**
- ii) that the Council takes whatever action it can to ensure the County Council reviews the road safety in this location, including the speed limit and signage.**

**Speakers Andy Newton, Heather Sears and Ian Ritchie**

- f That Application No 2017/0440 (Storage Land - Hams Hall National Distribution Park, Edison Road, Coleshill) be approved subject to the conditions and notes set out in the report of the Head of Development Control;**

**Speaker Mark Jackson**

- g That Application No 2018/0239 (Caldecote Hall Estate, Caldecote Hall Drive, Caldecote, CV10 0TW) be deferred for a site visit;**
- h That Application No 2018/0525 (Cooperative Supermarket, Station Street, Atherstone, CV9 1BZ) be approved subject to the conditions set out in the report of the Head of Development Control, including the clarification that each unit is to be either A1 or D1 and not a mix of both;**

**Speaker David Pritchard**

- i That the Council is minded to refuse the application, but that prior to the determination of Application No 2018/0538 (1 Yew Tree Cottages, Coton Road, Whitacre Heath, B46 2HD), the applicant be invited to meet appropriate Members of the Board (Councillors Simpson, Reilly, Sweet and another local Member) with a view to understanding more fully the potential consequences here of a refusal of planning permission and the subsequent issue of an Enforcement Notice, that a site visit be undertaken and that the matter be reported to the January meeting of this Board.**

**Speakers Paul Walmsley and Deborah Grant**

- j That, subject to the satisfactory completion of the Unilateral Undertaking and provided no objections are received before the expiry of the consultation period that cannot be resolved through planning conditions and in consultation with the Vice-Chairman, the Council is minded to approve Application No 2018/0663 (Moor Farm Stables, Wall Hill Road, Corley,**

**CV7 8AP) subject to the conditions set out in the report of the Head of Development Control;**

**Speaker Neal Kennedy**

- k That subject to there being no objection from the County Council as Lead Local Flood Authority, Application No 2018/0668 (Land South Of Dairy House Farm, Spon Lane, Grendon) be approved subject to the conditions set out in the report of the Head of Development Control with the addition of a no return flap/valve to the Penmire Brook, to seek an explanation from the Lead Local Flood Authority as to whether the 100 year event basis is appropriate, that the Board be advised at the next meeting of the measures agreed' and that a report on the effectiveness of the measures be brought back to this Board when implemented;**

**Speaker – Dave Hughes**

- l That the receipt of Application No 2018/0686 (Kingsbury Hall, Coventry Road, Kingsbury) be noted and a site visit undertaken prior to determination.**

**Speaker – Michael Davies**

**53 Buildings at Risk**

The Head of Development Control reported that Historic England had recently published its annual Buildings at Risk Register and provided some background for the Member's information.

**Resolved:**

- i) That the list be noted and treats inclusion as a material planning consideration when appropriate; and**  
**ii) That Historic England be invited to make a presentation to provide further details**

**54 Brownfield Land Register (2018)**

The Corporate Director – Environment presented the Brownfield Land Register for North Warwickshire Borough Council and sought for it to be published, pursuant to the Town and Country Planning (Brownfield Land Register) Regulations 2017.

**Resolved:**

**That the Brownfield Land Register (2018) be published in accordance with Regulation 3 of the Town and Country Planning (Brownfield Land Register) Regulations 2017.**

55 **Draft Air Quality SPD**

The Corporate Director – Environment sought approval for consultation on the Draft Supplementary Planning Guidance on Air Quality.

**Resolved:**

**That the Draft Air Quality SPD attached as an Appendix to the report of the Corporate Director – Environment be discussed at the Council’s Health and Wellbeing Board and that a presentation be made to all Councillors, before a further report is brought back to this Board.**

56 **Warwickshire Minerals Plan – Second Consultation Publication Version**

The Corporate Director - Environment reported on a proposed response to the consultation on the Warwickshire County Council’s Minerals Plan and the Board was asked to agree a suggested course of action.

**Resolved:**

**That the recommendations and responses contained within the report of the Corporate Director - Environment as well as any additional comments by Members be forwarded to WCC as the Council’s response to the Warwickshire Minerals Publication Plan Regulation 19 Consultation ending on Wednesday 12 December 2018 at 5pm.**

Mark Simpson  
Chairman

**Planning and Development Board  
10 December 2018  
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
5	PAP/2017/0440	WCC	Consultation	10/12/18
5	PAP/2018/0525	WCC Applicant	Consultation E-mail	10/12/18 3/12/18
5	PAP/2018/0663	Environmental Health Officer Representation Representation	Consultation E-mail E-mail	7/12/18 10/12/18 10/12/18
5	PAP/2018/0668	STW	Consultation	4/12/18

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

14 January 2019

Present: Councillor Simpson in the Chair.

Councillors Bell, L Dirveiks, N Dirveiks, Hayfield, Jarvis, Lewis, Morson, Phillips, Reilly, Smith, Smitten, Sweet, Symonds and A Wright

Apologies for absence were received from Councillors D Humphreys (substitute Councillor Smith), Henney (substitute Councillor N Dirveiks).

Councillors Clews and D Wright were also in attendance and with the permission of the Chairman spoke on agenda items 7 and Planning Application 7 – PAP/2018/0645 respectively.

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

Councillor Sweet declared a non-pecuniary interest in Minute No 58 – Planning Applications (Applications No 2018/0209 – Land to the rear of 6 to 20 Spon Lane, Grendon and No 2018/0216 – 5 Willows Lane, Grendon) by virtue of his previous involvement in the case, left the meeting and took no part in the discussion or voting thereon.

#### 58 **Planning Applications**

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

##### **Resolved:**

- a **That Application No 2018/0209 (Land to the rear of 6 to 20, Spon Lane, Grendon) be refused for the reasons set out in the report of the Head of Development Control;**

**Speaker Clare Marshall and Paul Silcock**

- b **That Application No 2018/0216 (5 Willows Lane, Grendon, CV9 2QG) be refused for the reasons set out in the report of the Head of Development Control and in addition as the loss of the pond would adversely affect local amenity in breach of policy NW12;**

- c** That Application No 2018/0239 (Caldecote Hall Estate, Caldecote Hall Drive, Caldecote, CV10 0TW) be deferred for further consideration of the revised elevation plans;
- d** That Application No 2018/0312 (Dunton Wharf, Lichfield Road, Curdworth, B76 9EN) be approved subject to the conditions set out in the report of the Head of Development Control;
- e** That consideration of Application No 2018/0538 (1 Yew Tree Cottages, Coton Road, Whitacre Heath, B46 2HD) be deferred for a site visit;

**Speakers Deborah Grant and Paul Walmsley**

- f** That Application No 2018/0626 (Crida House, Kingsbury Road, Curdworth, B76 9DS) be approved subject to the conditions set out in the report of the Head of Development Control;
- g** That Application No 2018/0645 (Holmfield, Bennetts Road North, Corley, CV7 8BG) be approved subject to conditions to be approved by the Head of Development Control, for the following reasons:
  - i)** The proposal was in keeping with the local area
  - ii)** The proposed development was compatible with the size and scale of neighbouring development
  - iii)** The proposal presented the opportunity to remove an eyesore in the area and
  - iv)** Overall therefore it was considered that these matters should be given greater weight in the final balance and that as a result they do clearly outweigh the harm caused;

**Speaker Dereck Beverley**

- h** That in respect of Application No 2018/0681 (61, School Hill, Hartshill, CV10 0NF)
  - i)** planning permission be refused for the reasons set out in the report of the Head of Development Control; and
  - ii)** authority be granted to the Corporate Director – Environment to issue an Enforcement Notice requiring the unauthorised building to be completely demolished and that all resultant materials are removed from the site with a compliance period of 6 months, for the reasons set out in the report.

**Speaker Arshdeep Singh**

**59 Planning Performance**

The Head of Development Control reported that on the current performance of the Council as measured against the newly introduced national designation thresholds.

**Resolved:**

**That the report be noted.**

**60 Consultation on Birmingham Airport Masterplan**

The Corporate Director – Environment reported on the Birmingham Airport Masterplan consultation and the Board was asked to agree a suggested response.

**Resolved:**

- a That the consultation be noted;**
- b That the observations set out in the report of the Corporate Director – Environment be agreed with the additional comments made at the meeting; and**
- c That delegated power be given to the Corporate Director – Environment to finalise the consultation, in consultation with Members of the Board.**

**61 Article 4 Direction, Wathen Grange Special School, Mancetter**

The Board was invited to confirm the action taken by the Chief Executive, in consultation with the Chairman of the Board, in the issue of an Article Four Direction in respect of Wathen Grange Special School, Mancetter.

**Resolved:**

- a That the action be confirmed; and**
- b That the applicant be invited to meet Members (including the Ward Members) to discuss the future of the site.**

Mark Simpson  
Chairman

**Planning and Development Board  
14 January 2019  
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
4/4	PAP/2018/0209	P Silcock	Representation	11/1/19
4/25	PAP/2018/0216	D Swift	Representation	3/1/19
4/37	PAP/2018/0239	Applicant	Amended plan	11/1/19
4/58	PAP/2018/0312	Curdworth Parish Council	Objection	14/1/19
4/98	PAP/2018/0626	Curdworth Parish Council	Objection	14/1/19

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

4 February 2019

Present: Councillor Simpson in the Chair.

Councillors Bell, L Dirveiks, Hayfield, Henney, Jarvis, Lewis, Morson, Phillips, Reilly, Smith, Smitten, Sweet, Symonds and A Wright

Councillor Clews was also in attendance.

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

The Solicitor to the Council reminded Members of his decision to give a dispensation to Members in respect of the applications by Members of this Board, in order to allow the Council to discharge its function in determining planning applications.

Councillor Simpson declared a pecuniary interest in Minute No 66 – Planning Applications (Applications No 2018/0756 – Hubbards Cottage, Bentley Lane, Maxstoke) by virtue of being the applicant, left the meeting and took no part in the discussion or voting thereon.

Councillor Bell declared a pecuniary interest in Minute No 66 – Planning Applications (Applications No 2018/0748 – Abbey Field, Castle Road, Nuneaton) by virtue of being the applicant, left the meeting and took no part in the discussion or voting thereon.

#### 63 **Corporate Plan 2019 – 2020**

The Chief Executive sought the Board's approval for the Corporate Plan Targets for which it was responsible and the 2019/20 Service Plans for the Development Control and Forward Planning Sections.

##### **Recommended to the Executive Board:**

- a The Chairman, Deputy Chairman and Opposition Spokesman meet to agree comments to be passed onto the Executive Board;**
- b That those Corporate Plan Key Actions as set out in Appendix A to the report of the Chief Executive, for which the Board is responsible, be agreed; and**

- c That the Service Plans as set out in Appendix B to the report be agreed.**

**64 General Fund Fees and Charges 2019/2020**

The Board was asked to consider the fees and charges for 2018/2019 and the proposed fees and charges for 2019/2020.

**Resolved:**

**That the schedule of fees and charges for 2019/2020 as set out in the report be accepted.**

**65 General Fund Revenue Estimates 2019/2020**

The Corporate Director – Resources detailed the revised budget for 2018/19 and an estimate of expenditure for 2019/20, together with forward commitments for 2020/2021, 2021/22 and 2022/23.

**Resolved:**

- a That the revised budgets for 2018/2019 be accepted; and**
- b That the Estimates of Expenditure for 2019/2020, as submitted in the report of the Corporate Director – Resources be accepted, and included in the budget to be brought before the meeting of the Executive Board on 11 February 2019.**

**66 Planning Applications**

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

**Resolved:**

- a That in respect of Application No 2019/0004 (Peddimore, Land north of Minworth, East of A38 and west of Wiggins Hill Road, Sutton Coldfield) the Borough Council objects to the planning application until the matters set out in the report of the Head of Development Control are adequately addressed, and that a meeting is**

requested with Birmingham City Council and the developer;

- b** That in respect of Application No 2019/0005 (Land at Fivefield Road and Tamworth Road, Coventry) Coventry City Council be advised of the comments set out in the report of the Head of Development Control, and that a meeting is requested with Birmingham City Council and the developer;
- c** That Application No 2018/0030 (Coleshill Leisure Centre, Park Road, Coleshill) be approved subject to the conditions set out in the report of the Head of Development Control;

**Speaker:** Richard Cobb

- d** That Application No 2018/0239 (Caldecote Hall Estate, Caldecote Hall Drive, Caldecote) be approved subject to the conditions set out in the report of the Head of Development Control, and subject to the additional plans received on 4<sup>th</sup> February, as presented to the Board;
- e** That consideration of Applications Nos 2018/0533 and 2018/0534 (United Reform Church, Coleshill Road, Chapel End) be approved subject to the conditions set out in the report of the Head of Development Control;
- f** That Application No 2018/0738 (3 Atherstone Road, Hartshill) be approved subject to the conditions set out in the report of the Head of Development Control;

**Speakers:** Shaun Major and Leanne Beardmore

- g** That in respect of Application No 2018/0748 (Abbey Field, Castle Road, Nuneaton) the Certificate be approved as set out in the report of the Head of Development Control;
- h** That Application No 2018/0755 (Land to east of the Former Golf Ground, North of Tamworth Road- B5000 and west of M42, Alvecote) be noted and that officers, in collaboration with colleagues in the Tamworth Borough

**Council, be requested to provide progress reports, that the applicant be invited to meet representatives of the Board and Tamworth Members as the application proceeds, and that a working group be established to monitor progress;**

**i That Application No 2018/0756 (Hubbards Cottage, Bentley Lane, Maxstoke) be approved subject to the conditions set out in the report of the Head of Development Control; and**

**j That Application No 2018/0762 (Land East of Isington Farm, Tamworth Road, Wood End) be noted and that the Board undertakes a visit to the site in order to better understand its setting.**

**67 Confirmation of Tree Preservation Order – Applegarth, Austrey**

The Board was invited to confirm or otherwise a Tree Preservation Order made in respect of Applegarth, Austrey.

**Resolved:**

**That the Tree Preservation Order made in respect of Applegarth, Austrey be confirmed without modification.**

**68 Confirmation of Tree Preservation Order – Polesworth**

The Board was invited to confirm, with modification, a Tree Preservation Order made in respect of this address.

**Resolved:**

**That the Tree Preservation Order made in respect of this address, as detailed in the report of the Head of Development Control, be modified and confirmed.**

**68 Local List of Heritage Assets**

The Corporate Director – Environment sought the Board's approval to establish a local list of heritage assets in North Warwickshire that are non-designated.

**Resolved:**

- a That the draft selection criteria and nomination forms, set out in Appendix A and B to the report of the Corporate Director – Environment, with the addition of views, be agreed; and**
- b That a consultation on the draft selection criteria be agreed; and**
- c That nominations to the Local Heritage Listings via nomination forms for a minimum of six weeks be requested.**

**69 Hinckley and Bosworth New Directions for Growth Consultation**

The Corporate Director – Environment informed the Board that Hinckley and Bosworth Borough Council (HBBC) have published, for consultation, a document setting out new directions for future growth as part of the review of their Local Plan.

**Resolved:**

- a That the report of the Corporate Director – Environment be supported; and**
- b That the observations set out in the report of the Corporate Director – Environment, be forwarded to HBBC by 3 March 2019 together with a request for a meeting.**

**70 Reforming Developer Contributions**

The Corporate Director – Environment described a recent Government Consultation Paper proposing changes to the Community Infrastructure Levy and recommendations are made to the Board in response.

**Resolved:**

**That the comments for referral to the MCLG as highlighted in the report of the Corporate Director – Environment be agreed**

**71 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2018 – March 2019**

The Chief Executive reported on the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Planning and Development Board for April 2018 to April 2019.

**Resolved:**

**That the report be noted.**

M Simpson  
CHAIRMAN

**Planning and Development Board**

**4 February 2019**

**Additional Background Papers**

<b>Agenda Item</b>	<b>Application Number</b>	<b>Author</b>	<b>Nature</b>	<b>Date</b>
7/88	PAP/2018/0239	Applicant	Amended plan	4/2/19

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

21 January 2019

Present: Councillor Smith in the Chair.

Councillors Chambers, Clews, Ferro, Gosling, Hanratty, M Humphreys, Lea, Lewis, Phillips, Singh, Smitten and Waters.

An apology was received from Councillor Bell (Substitute Councillor Clews)

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

None were declared at the meeting.

#### 24 **Minutes of the meeting of the Board held on 15 October 2018**

The minutes of the meeting held on 15 October 2018, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

#### 25 **Corporate Plan 2019 - 20**

The Board's approval was sought for the Corporate Plan targets for which it was responsible and to agree 2019-20 Service Plans for the Leisure and Community Development, Community Services, Streetscape and Environmental Divisions.

#### **Recommendation to Executive Board**

- a That those Corporate Plan targets as set out in Appendix A to the report for which the Community and Environment Board is responsible be agreed; and**

**Resolved:**

- b That the Service Plans as set out in Appendix B to the report be agreed.**

#### 26 **Bulky Waste Service**

Members were updated on the recent change to bulky waste contractor.

**Resolved:**

- a That the report be noted;**

- b That the revised bulky waste fees as set out in paragraph 5.2 of the report of the Director of Streetscape, be approved; and**
- c That a further report be brought to a future meeting of the Board to review the scale of charges.**

## **27 Leisure Facilities – 2019/20 Bank Holiday Closures**

The Director of Leisure and Community Development sought the Board's approval of a schedule of Bank Holiday closures of leisure facilities during the 2019/20 financial year.

### **Resolved:**

- a That the item be deferred for further consideration by the Board; and**
- b That, in consultation with the Chairman, Vice Chairman and Opposition spokesperson, the Director of Leisure and Community Development arranges an informal meeting of the Board to discuss ways to promote and increase the use of leisure facilities on bank holidays and that a further report be presented to relevant Board(s) in due course.**

## **28 General Fund Fees and Charges 2019/2020**

The Board was asked to consider the proposed fees and charges for 2019/20.

### **Resolved:**

**That the schedule of fees and charges for 2019/20, as set out in Appendix A to the report, be accepted.**

## **29 General Fund Revenue Estimates 2019/20**

The Corporate Director Resources presented the revised budget for 2018/19 and an estimate of expenditure for 2019/20, together with forward commitments for 2020/21, 2021/22 and 2022/23.

### **Resolved:**

- a That the revised budget for 2018/19 be accepted, and**

### **Recommendation to Executive Board**

- b That the growth bid of £10,000 for the bulky waste collection service, be accepted; and**

- c That the Estimates of Expenditure for 2019/20 as submitted to the Board be included in the budget to be brought before the meeting of Executive Board on 11 February 2019.**

**30 Capital Programme 2019/20 to 2021/22**

The Corporate Director Resources presented proposals for schemes to be included within the Council's Capital Programme over the next three years.

**Resolved:**

- a That the schemes previously approved within the Council's three-year capital programme be supported; and**
- b That the schemes which will not be included within the Capital Programme, be noted.**

**31 Prosecutions Taken By The Environmental Health Division 2018**

The Board was provided with details of the prosecutions taken by the Environmental Health Division during the calendar year 2018.

**Resolved:**

**That the report be noted.**

**32 Performance Management – Environmental Health Division – Food Hygiene Inspections 2017/18**

The Board was presented with the food hygiene inspection performance indicators during 2017/2018 for consideration.

**Resolved:**

**That the report be noted.**

**33 Removal of abandoned vehicles from private land. Refuse Disposal (Amenity) Act 1978**

The Corporate Director Environment sought the Board's approval to charge for the removal abandoned vehicles from private land.

**Resolved:**

**That the fee as set out in paragraph 4.5 of the report be levied in respect of removing abandoned vehicles from private land, be approved.**

**34 Draft Green Space and Playing Pitch Strategies**

The Director of Leisure and Community Development presented revised drafts of the Green Space and Playing Pitch Strategies for further consideration, alongside the Football Association's Local Football Facilities Plan.

**Resolved:**

- a That, subject to some minor alterations to the draft Green Space Strategy, the Director of Leisure and Community Development be authorised to undertake wide ranging consultation on its content, prior to the draft Strategy being re-presented for possible adoption at a future meeting of the Board;**
- b That the revised draft Playing Pitch Strategy be adopted; and**
- c That the content of the Local Football Facilities Plan produced by the Football Association and its partners, be noted.**

**35 Leisure Facilities: Service Improvement Plan and Key Performance Indicators**

The Board was asked to consider the Quarter 3 (December 2018) Service Improvement Plan (SIP) and the associated set of key performance indicators (KPIs), through which the Board had agreed to monitor the operational and financial performance of the leisure facilities at each of its meeting.

**Resolved:**

**That the Service Improvement Plan and associated set of key performance indicators be noted.**

**36 Minutes of the Health and Wellbeing Working Party meeting held on 15 November 2018**

The minutes of the Health and Wellbeing Working Party held on 15 November 2018 were received and noted.

**37 Recycling Bag Trial**

The Director of Streetscape updated Members on the recycling bag trial undertaken between September and November 2018.

**Resolved:**

- a That the report be noted; and
- b That officers investigate the feasibility of moving to a fully comingled recycling service and that a report on the implications of such a change be brought to a future meeting of the Board.

**38 Chewing Gum Action Group Campaign**

The Director of Streetscape informed Members about a campaign to reduce chewing gum litter.

**Resolved:**

**That the report be noted.**

**39 Street Cleansing Performance**

The Director of Streetscape set out how the Council's street cleansing service performed in recent years, highlighted areas where performance standards have dipped and outlined those steps which have already been taken as well as suggesting ways in which further improvements might be made.

**Resolved:**

- a That the report be noted; and
- b That a further report on how street cleansing inspections are undertaken and reported be brought back to a future meeting of the Board.

**40 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – September 2018**

The Board was informed of the progress with the achievement of the Corporate Plan and Performance indicator targets relevant to the Community and Environment Board for April to September 2018.

**Resolved:**

**That the report be noted.**

Chairman

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE RESOURCES BOARD

28 January 2019

Present: Councillor D Wright in the Chair

Councillors N Dirveiks, Gosling, Moss, Phillips, Simpson and Symonds

Apologies for absence were received from Councillors Henney (substitute Councillor Phillips) and Waters.

Councillors Bell, Clews and D Humphreys were also in attendance.

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

None were declared at the meeting.

#### 43 **Minutes of the Resources Board meeting held on 12 November 2018**

The minutes of the meeting of the Board held on 12 November 2018, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

#### 44 **Corporate Plan 2019-20**

The Chief Executive sought the Board's approval for the Corporate Plan Targets for which it was responsible and the 2019-20 Service Plans for the Housing, Finance and Human Resources, Community Services and Corporate Services Divisions

##### **Recommendation to the Executive Board:**

- a That those Corporate Plan Targets as set out in Appendix A to the report of the Chief Executive, for which the Board is responsible, be agreed; and**
- b That those elements of the Service Plans that are the responsibility of the Resources Board, as set out in Appendix B to the report of the Chief Executive, be agreed.**

#### 45 **Information and Communications Technology Strategy 2019-2023**

The Director of Corporate Services presented the Draft Information and Communications Technology (ICT) Strategy for 2019-2023 to Members for their consideration and comment.

**Resolved:**

- a That the Draft Information and Communications Technology Strategy 2019 – 2023, attached as Appendix A to the report of the Director of Corporate Services, be deferred; and**
- b That a Task and Finish Group be formed to consider the Draft Strategy.**

**46 Broadband Update Report**

The Director of Corporate Services provided an update on the progress made so far and the future plans to improve broadband coverage and speeds in the Borough.

**Resolved:**

**That the report be noted.**

**47 Adoption of the Discretionary Retail Rate Relief Policy**

The Corporate Director – Community asked Members to adopt the revised Non Domestic Discretionary Retail Rate Relief guidelines attached as Appendix A to his report.

**Resolved:**

**That the Non Domestic Rate Relief Scheme, attached as Appendix A to the report of the Corporate Director – Community, be adopted.**

**48 General Fund Fees and Charges**

The Corporate Director – Environment, Director of Streetscape, Corporate Director – Community Services and Director of Housing reported on the fees and charges for 2018/19 and the proposed fees and charges for 2019/20.

**Resolved:**

**That the schedule of fees and charges for 2019/20, as set out in Appendix A to the report of the Corporate Director – Environment, Director of Streetscape, Corporate Director – Community Services and Director of Housing be approved.**

49 **General Fund Revenue Estimates 2019/20 – Services Recharged Across All Boards**

The Corporate Director – Resources reported on the revised budget for 2018/19 and gave an estimate of expenditure for 2019/20, together with forward commitments for 2020/21, 2021/22 and 2022/23.

**Resolved:**

- a That the revised budget for 2018/19 be accepted; and

**Recommendation to the Executive Board:**

- b That the Estimates of Expenditure for 2019/20, as submitted in the report of the Corporate Director - Resources, be included in the budget to be brought before the meeting of the Executive Board on 11 February 2019.

50 **General Fund Revenue Estimates 2019/20 – Services Remaining within the Board**

The Corporate Director - Resources reported on the revised budget for 2018/19 and gave an estimate of expenditure for 2019/20, together with forward commitments for 2020/21, 2021/22 and 2022/23.

**Resolved:**

- a That the revised budget for 2018/19 be accepted;

**Recommendation to the Executive Board:**

- b That the Estimates of Expenditure for 2019/20, as submitted in the report of the Corporate Director – Resources, be included in the budget to be brought before the meeting of the Executive Board on 11 February 2019.

51 **General Fund Revenue Estimates 2019/120 - Summary**

The Corporate Director - Resources reported on the revised budget for 2018/19 and gave an estimate of expenditure for 2019/20, together with forward commitments for 2020/21, 2021/22 and 2022/23.

**Recommendation to Executive Board:**

**That the following items be recommended to the Executive Board for consideration in setting the Council Tax of the Borough Council:**

- a The revised budget for 2018/19; and
- b The schedule of expenditure requirements totalling £8,823,280 for 2019/2020.

**52 Housing Revenue Account Estimates 2019/20 and Rent Review**

The Corporate Director - Resources reported on the revised budget for 2018/19 and gave an estimate of expenditure for 2019/20, together with forward commitments for 2020/21, 2021/22 and 2022/23.

**Resolved:**

- a That the revised estimates for 2018/19 be accepted;
- b That rent decreases of 1%, as required by the Government, be adopted;
- c That the proposed fees and charges for 2019/20, as set out in Appendix D to the report of the Corporate Director - Resources, be approved;
- d That the service charges for the cleaning of communal areas, as detailed in Appendix E to the report of the Corporate Director - Resources, be approved from April 2019;
- e That the service charges for window cleaning, as detailed in Appendix F to the report of the Corporate Director - Resources, be approved from April 2019;
- f That the growth of £14,070 for new software, to assist rent debt collection following the introduction of universal credit, be approved; and
- g That the Estimates of Expenditure for 2019/20, as submitted, be approved.

**53 Borough Care Equipment Upgrade**

The Director of Housing informed the Board about the recent audit of Borough Care, conducted by the Telecare Services Association, and provided Members with information about the change over from analogue to digital lifeline equipment and implications for the Council's service.

**Resolved:**

- a That the continued accreditation of the Borough Care Service by the Telecare Services Association be noted;

- b That the upgrade of the Borough Care control centre equipment, to ensure compatibility with the new UK digital public telephone network, be approved; and**
- c That the programme of replacing analogue lifeline alarms be subject to a further report to the Board and if, in the meantime, a customer requires a digital alarm the change will be sustained at the same level as other customers.**

**54 Capital Programme 2018/19 to 2021/22**

The Corporate Director - Resources identified changes to the Council's 2018/19 capital programme and detailed proposals for schemes to be included within the Council's capital programme over the next three years.

**Recommendation to the Executive Board:**

- a That the changes to the 2018/19 revised capital programme be approved;**
- b That the schemes shown in Appendix A to the report of the Corporate Director - Resources, previously approved within the Council's three-year capital programme, including any 2021/22 additions relating to previously approved schemes be approved;**
- c That the growth bid included within the 2020/21 capital programme be approved;**
- d That the schemes which will not be included within the capital programme, as shown in Appendix B to the report of the Corporate Director - Resources, be noted; and**
- e That the proposed vehicle replacement schedule, as shown in Appendix C to the report of the Corporate Director - Resources, be approved.**

**55 Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2019/20**

The Corporate Director – Resources outlined the Treasury Management Strategy, Minimum Revenue Provision Policy Statement and Investment Strategy for 2019/20.

**Resolved:**

**That the proposed strategies for 2019/20 be approved.**

56 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2018**

The Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Board for April to December 2018.

**Resolved:**

**That the report be noted.**

D Wright  
Chairman

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE LICENSING COMMITTEE

5 February 2019

Present: Councillor Jenns in the Chair

Councillors Clews, N Dirveiks, Hanratty, Henney, Jarvis, Lewis, Morson, Smith, Smitten, E Stanley, M Stanley and A Wright

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

Councillor Clews declared a pecuniary interest in Minute No 6 – General Fund Fees and Charges 2019/20 by virtue of holding a Home Boarders Licence and took no part in the discussion or voting thereon.

#### 2 **Minutes**

The minutes of the meeting of the Committee held on 30 January 2018, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

#### 3 **Service Plan for the Licensing Section**

The Corporate Director - Environment sought the Committee's approval of the 2019/20 Service Plan for the Licensing Section.

##### **Resolved:**

**That the Service Plan, as set out in the Appendix to the report of the Corporate Director - Environment, be agreed.**

#### 4 **The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018**

The Corporate Director – Environment detailed the changes introduced by The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018, and sought the Committee's approval for additional fees required under this new legislation.

##### **Resolved:**

**That the report be noted and the fees contained in Section 3.3 of the report of the Corporate Director – Environment be approved.**

**5 The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 – Fees 2019/20**

The Corporate Director – Environment set out a proposed new fee structure for the issue of licences under The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 – Fees 2019/20

**Resolved:**

**That the report be noted and the proposed fee structure, as set out in paragraph 3.1.4 of the report of the Corporate Director – Environment, be adopted.**

**6 General Fund Fees and Charges 2019/2020**

The Committee was asked to consider the proposed fees and charges for 2019/20.

**Resolved:**

**That the schedule of fees and charges for 2019/20, as set out in the report be accepted.**

**7 General Fund Revenue Estimates 2019/20**

The revised budget for 2018/19 and an estimate of expenditure for 2019/20, together with forward commitments for 2020/21, 2021/22 and 2022/23 were presented to the Committee.

**Resolved:**

**a The revised budget for 2018/19, be accepted; and**

**Recommendation to Executive Board:**

**b That the Estimates of Expenditure for 2019/20, as submitted in the report of the Corporate Director - Resources be included in the budget to be brought before the meeting of the Executive Board on 11 February 2019.**

A Jenns  
Chairman

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE EXECUTIVE BOARD

11 February 2019

Present: Councillor Humphreys in the Chair

Councillors Bell, Chambers, N Dirveiks, Farrell, Hayfield, Phillips, Reilly, Simpson and D Wright

Councillors Jarvis and Symonds were also in attendance.

#### 53 **Declarations of Personal or Prejudicial Interest.**

Councillors Reilly, Bell, Hayfield and N Dirveiks declared interests in item 70 by virtue of being Warwickshire County Councillors, and Councillor Reilly by virtue of his portfolio on the County Council's Cabinet. Councillor Reilly did not vote on that item.

#### 54 **Minutes of the meeting of the Board held on 19 November 2018**

The minutes of the meeting of the Board held on 19 November 2018, copies having been circulated, were approved as a correct record and signed by the Chairman.

#### 55 **External Auditor Plan 2018/19**

The Corporate Director - Resources informed Members of the external auditors plan for their work related to the 2018/19 financial year.

##### **Recommended:**

**That the contents of the external auditors plan and report be noted.**

#### 56 **Modern Slavery Act 2015 Charter**

The Director of Corporate Services informed Members about the Modern Slavery Act 2015 and sought comments on and approval for the actions suggested to help implement the Charter against Modern Slavery.

##### **Recommended:**

**That the actions laid out in the Charter, as detailed in paragraph 4.2 of the report of the Director of Corporate Services, be approved.**

**57 Parental Leave for Councillors**

The Corporate Director – Resources gave some information on parental and adoption leave for Councillors and support for other caring commitments, for Members' consideration.

**Resolved:**

**That a Members' Task and Finish Group of 5 Members (3 Conservative and 2 Labour) be established to look at a number of the issues raised in the report.**

**58 Corporate Plan 2019-20**

The Chief Executive presented the Corporate Plan for 2018/19. Members were also asked to agree the 2019/20 Service Plan for the Corporate Director – Environment.

**Recommended:**

- a Subject to the comments from the Chairman of the Planning Board and the Opposition Spokesman with regard to targets within the terms of reference of that Board, that the Corporate Plan Targets, as set out in Appendix A to the report of the Chief Executive be agreed, subject to:
  - (i) Any amendments recommended by the Safer Communities Sub-Committee at its meeting on 12 March 2019; and**
  - (ii) Any further amendments which may be needed as a result of the adoption of the 2019-20 budget;****
- b That the Chief Executive be given delegated authority to finalise the format of the Plan; and**
- c That the Service Plan for the Corporate Director – Environment, as set out in Appendix B to the report of the Chief Executive, be agreed.**

59 **The Capital Strategy**

The Corporate Director – Resources reported on updates to the Capital Strategy approved by the Council in February 2018.

**Recommended:**

**That the Capital Strategy, attached at Appendix A to the report of the Corporate Director – Resources, be approved.**

60 **The Proposed 3 Year Capital Programme 2019/20 – 2021/22**

Management Team put forward proposals for the Three Year Capital Programme and outlined the availability of capital resources and the options to meet any shortfalls.

**Recommended:**

- a **That the addition of £45,000 for the Borough Care Equipment upgrade be approved and the Revised Capital Programme for 2018/19 as set out in Appendix A, be adopted;**
- b **That the 3 Year Capital Programme for the period 2019/20 to 2021/22 as set out in Appendix B, be adopted; and**
- c **That the prudential indicators as set out in Section 9 of the report, be approved.**

61 **General Fund Revenue Estimates 2019/20**

The Corporate Director - Resources reported on the revised budget for 2018/19 and an estimate of expenditure for 2019/20, together with forward commitments for 2020/21, 2021/22 and 2022/23.

**Resolved:**

- a **That the revised budget for 2018/19 be accepted; and**
- b **That the Estimates of Expenditure for 2019/20, as submitted, be included in the budget to be brought before the meeting for consideration under Minute No. 62.**

**62 General Fund Revenue Estimates 2019/20 and Setting the Council Tax 2019/20**

The Corporate Director - Resources set out the proposed General Fund Revenue Estimate for 2019/20, and the options available when setting the 2019/20 Council Tax for the Borough in the context of the Authority's Settlement Funding Assessment, and the effect on General Fund balances.

**Recommended:**

- a That the savings of £338,300 shown in Appendix I of the report of the Corporate Director - Resources be approved;**
- b That revised estimate for the year 2018/19 and the revenue estimates for 2019/20 be approved;**
- c That the Council Tax base for 2019/20, as set out in Appendix G be noted;**
- d That the preferred Council Tax option for 2019/20 be agreed by Full Council;**
- e That the Corporate Director – Resources' comments on the minimum acceptable level of general reserves be noted;**
- f That the manpower estimates for the year 2019/20 are approved; and**
- g That a Council Tax resolution be prepared for consideration by the Council, using the recommendations agreed by this Board.**

**63 Review of Polling Districts, Polling Places and Polling Stations**

The Chief Executive sought approval for a process for the review of polling districts, polling places and polling stations in accordance with the Electoral Administration Act 2013 (EAA).

**Recommended:**

**That the Chief Executive be authorised to carry out a review of polling districts, polling places and polling stations in consultation with relevant Ward Councillors and other stakeholders and a report be submitted to Full Council following completion of the review.**

64 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2018**

The Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Executive Board for April to December 2018.

**Resolved:**

**That the report be noted.**

65 **Pay Policy Statement 2019/20**

The Corporate Director - Resources reported on the 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 would be subject to review at least annually.

**Recommended:**

**That the Pay Policy Statement 2019/20 be adopted.**

66 **Progress of Local Plan**

The Corporate Director – Environment provided Members with the latest information in relation to the progress of the Local Plan.

**Resolved:**

**That the report be noted.**

67 **Minutes of the Safer Communities Sub-Committee held on 4 December 2018 and 31 January 2019**

The minutes of the meeting of the Safer Communities held on 4 December 2018 and 31 January 2019 were received and noted.

68 **Minutes of the Special Sub-Group held on 11 December 2018**

The minutes of the Special Sub-Group held on 11 December 2018 were received and noted.

69 **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.**

70 **Sub-Regional Materials Recycling Facility**

The Director of Streetscape and the Corporate Director – Resources sought Members' support for a project to deliver a local authority owned and operated Materials Recycling Facility within the Coventry, Solihull and Warwickshire area designed to process recyclable material collected across the sub-region and beyond.

**Resolved:**

- a That Members welcomed the initiative and agreed to commit to delivering all suitable material collected from North Warwickshire Borough Council's kerbside recycling scheme to the new Materials Recycling Facility once it is operational (on the terms set out in Section 5 of the report of the Director of Streetscape and the Corporate Director – Resources;**
- b That the Council be a Feed Stock Council at this stage of the project;**
- c That the Council continues to review its membership as more information becomes available; and**
- d That a presentation be arranged for the Community and Environment Board.**

71 **Senior Management Changes**

The Board was invited to consider interim managerial arrangements, pending the appointment of a new Chief Executive.

**Recommended:**

- a i That the Corporate Director – Environment be appointed as Returning Officer and Electoral Registration Officer, as recommended by the Appointments Sub-Committee as set out in paragraph 3.2 of the report of the Chief Executive;**

- ii That the Corporate Director – Environment be appointed to carry out the Proper Officer provisions, as set out in Appendix B to the report of the Chief Executive;**
- b That the review of the joint election arrangement with Nuneaton and Bedworth Borough Council be endorsed;**
- c That Nuneaton and Bedworth Borough Council’s Head of Elections and Senior Elections Officer be appointed as employees of the Council and they be given such delegated powers and authority as are needed to run the May Borough elections;**
- d That the Appointments Sub-Committee recommend an internal interim arrangement to cover the other duties of the Chief Executive’s post, to be approved by Full Council before 1 April 2019; and**
- e That a paper be circulated to Members setting out the detailed procedure to be used in the May Borough election.**

David Humphreys  
Chairman