

Agenda for a meeting of the WARWICKSHIRE COUNTY COUNCIL to be held at the SHIRE HALL, WARWICK on TUESDAY 14 DECEMBER 2010 at 10.00 a.m.

Please ensure all mobile devices such as mobile telephones, blackberries etc. are turned off (rather than just set to silent) before the commencement of the meeting because they interfere with the sound system in the Council Chamber.

AGENDA

1. General

(1) Apologies for absence.

(2) Members' Disclosures of Personal and Prejudicial Interests.

Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the item (or as soon as the interest becomes apparent). If that interest is a prejudicial interest the Member must withdraw from the room unless one of the exceptions applies.

Membership of a district or borough council is classed as a personal interest under the Code of Conduct. A Member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration.

(Forms to be completed by members in respect of individual declarations will be available at the meeting).

(3) Minutes

To confirm the minutes of the meeting held on 2 November 2010.

(4) Chair's Announcements, Correspondence, Petitions.

2. The Impact on Warwickshire of the Local Government Finance Settlement

The Council will receive a presentation from Dave Clarke, Strategic Director of Resources.

3. Police Authority Presentation

The Council will receive a presentation about the new policing model recently approved by the Police Authority.

4. High Speed Rail 2

Cabinet Portfolio Holder: Councillor Alan Cockburn

A report by the Strategic Director for Environment and Economy is enclosed.

5. Appointments to Committees

Cabinet Portfolio Holder: Councillor Colin Hayfield.

A report by the Strategic Director of Customers, Workforce and Governance is enclosed.

The Local Government and Housing Act 1989 sets out requirements for political balance on member bodies unless the Council agrees otherwise. If the proposed recommendations depart from the political balance rules the adoption of such recommendations is dependent on no-one voting against them.

6. Revised Petitions Scheme - E Petitions Facility

Cabinet Portfolio Holder: Councillor Colin Hayfield.

A report by the Strategic Director of Customers, Workforce and Governance is enclosed.

7. Member Development Programme

Cabinet Portfolio Holder: Councillor Colin Hayfield.

A report by the Strategic Director of Customers, Workforce and Governance is enclosed.

8. Monitoring of Decisions under the Urgency Procedure

Cabinet Portfolio Holder: Councillor Colin Hayfield.

A report by the Strategic Director of Customers, Workforce and Governance is enclosed.

9. National Demonstrator Programme for Common Assessment Framework (CAF) - Addition to Capital Programme.

Cabinet Portfolio Holder: Councillor Martin Heatley.

A report by the Strategic Director of Adult Social Care and Health is enclosed.

10. Land for Disposal at South West Warwick – Addition to Capital Programme

Cabinet Portfolio Holder: Councillor Martin Heatley.

A report by the Strategic Director of Resources is enclosed.

11. Rugby Western Relief Road

Cabinet Portfolio Holder: Councillor Alan Cockburn

- (1) A report from the Communities Overview and Scrutiny Committee is enclosed.
- (2) See also Agenda Item 16 relating to a report from the Strategic Director for Environment and Economy containing exempt information.

12. Member Question Time (Standing Order 7).

Cabinet portfolio holders and Chairs of Overview and Scrutiny Committees and Area Committees will be invited to respond to any questions from members. A period of up to one hour is allocated for question time. Extension beyond this time is at the discretion of the Chair.

13. Leader of the Council Question Time.

The Leader of the Council will respond to any questions from Members.

14. Any other items of urgent business.

To consider any other items that the Chair considers are urgent.

15. Report Containing Confidential or Exempt Information

To consider passing the following resolution:

‘That members of the public be excluded from the meeting for the item mentioned below on the grounds that their presence would involve the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972’.

16. Rugby Western Relief Road (*Now public*)

Cabinet Portfolio Holder: Councillor Alan Cockburn

A report from the Strategic Director for Environment and Economy is enclosed.

**Shire Hall,
Warwick**

**JIM GRAHAM
Chief Executive**

December, 2010

Enquiries regarding these agenda papers should be made to Pete Keeley, Democratic Services, Customers, Workforce and Governance Directorate. Tel: 01926 412450 E-mail: xxxxxxxxxx@xxxxxxxxxxxxx.xxx.xx

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

**Minutes of the Meeting of Warwickshire County Council held on
2 November 2010**

Present:

Councillor Jose Compton (Chair)

Councillors John Appleton, Peter Balaam, Peter Barnes, Sarah Boad, Penny Bould, Peter Butlin, Les Caborn, Richard Chattaway, Jeff Clarke, Alan Cockburn, Ron Cockings, Richard Dodd, Mike Doody, Alan Farnell, Jim Foster, Peter Fowler, Mike Gittus, Colin Hayfield, Robin Hazelton, Bob Hicks, Richard Hobbs, Clare Hopkinson, Julie Jackson, David Johnston, Joan Lea, Barry Lobbett, Barry Longden, Tilly May, Frank McCarney, Phillip Morris-Jones, Brian Moss, Tim Naylor, Clive Rickhards, Carolyn Robbins, Kate Rolfe, Jerry Roodhouse, John Ross, Chris Saint, Izzi Seccombe, Martin Shaw, Dave Shilton, Bob Stevens, Ray Sweet, B.E.M., June Tandy, Heather Timms, John Vereker, C.B.E., D.L., Helen Walton, Angela Warner, Claire Watson, John Whitehouse, Chris Williams and David Wright.

1. General

(1) Apologies for absence.

Apologies for absence were received on behalf of Councillors Martyn Ashford, Carol Fox, Martin Heatley, Mike Perry, Sid Tooth and Sonja Wilson.

(2) Members' Disclosures of Personal and Prejudicial Interests.

Item 5 – Comprehensive Spending Review

Councillor Penny Bould declared a personal interest as a service user of adult social care budget as a disabled person.

(3) Minutes

Resolved:

That the minutes of the meeting held on 20 July 2010 be agreed and be signed by the Chair.

(4) Chair's Announcements, Correspondence, Petitions

(i) Announcements

(a) Death of Former County Councillor Bill Wilson

The Chair reminded members of the death of former County Councillor Bill Wilson. Bill had been a County Councillor for the then Leamington Third Electoral Division from 1958 to 1970 and for the Kingsbury Electoral Division from 1972 to 1993. He was also MP for Coventry South from 1964 to 1983. His funeral took place on the 31 August.

Several members spoke about the work undertaken by Bill.

The Chair also indicated that today was the 3rd anniversary of the Atherstone Fire tragedy and advised members that parades of firefighters and staff were to be held later in the day at Stratford and Alcester.

The Council stood in silence for a minute as a mark of respect for Bill Wilson and the four Warwickshire Firefighters, Ashley Stephens, Darren Yates-Badley, John Averis and Ian Reid, who tragically lost their lives in the Atherstone fire.

(b) New Strategic Director of Adult, Social Care and Health

The Chair introduced Wendy Fabbro the new Strategic Director of Adult, Social Care and Health.

(c) Camp Hill Regeneration Project

Cllr Appleton announced:

"Pride in Camp Hill has triumphed at 2010's Regen West Midlands Prizes where it scooped the Chair's Prize for 'Outstanding Regeneration Project of the decade'.

The annual Regen West Midlands Prizes are a celebration of excellence in regeneration in the region. This year's awards, which were held in Birmingham on the 19th October, were aimed at showcasing the best of the past decade's creativity and acknowledging the collective hard work over that time.

Pride in Camp Hill was chosen for the Chair's Prize ahead of other high profile projects such as Birmingham's Bullring development, Coventry's Richo Arena and North Solihull's Regeneration. The project was also highly commended in the 'Outstanding Housing Project of the Decade' category, which particularly highlights the projects commitment to high quality and environmentally sustainable homes, community engagement and economic transformation of the area."

(d) Sue Harrison, Landscape Architect in the Environment and Economy Directorate

The Chair introduced Sue Harrison who had recently won the IAU (International Association of Ultrarunners) 50k World Trophy Final in Galway. The Council congratulated Sue in her achievements and wished her well in future events.

The Chair then presented Sue with a gift to mark her achievement.

(e) Fire and Rescue Service National High Potential Leadership Programme.

The Chair advised members that two firefighters - Sarah Walters and Paul Whittaker - were present at the Council meeting to observe as part of their FRS national High Potential Leadership Programme.

Warwickshire is one of 17 Fire and Rescue Services around the country piloting this scheme. Councillor Richard Hobbs who is the Local Government Association Lead for this new initiative in the Fire and Rescue Service gave members further details of the Programme.

(f) West Midlands Member Development Charter Award

Members were advised that the Council had received the Member Development Primary Level Charter Award. This has been awarded by the West Midlands Councils who undertook a peer assessment of the Council's approach and delivery of member development in September. Many members were interviewed by the assessment team on 30 September.

Following comments from Councillor Bob Stevens, Chair of the Member Development Steering Group, the Council placed on record their appreciation to the officers involved in the achievement, in particular to Janet Purcell, Executive and Member Support Manager.

The Chair was presented with a commemorative plaque.

(h) North Leamington School

The Council were advised that on the 21 October North Leamington School was granted the Award of Civic Building of the Year 2010 by the Society of Chief Architects of Local Authorities (SCALA).

(ii) Correspondence

None.

(iii) Petitions

Petition - Save Connect 2 Kenilworth & Coventry Road Bridge for walkers and cyclists

Mr Howard Easton presented a petition of 1690 signatures to the Council urging the Council not to abandon the Connect 2 Kenilworth scheme, as planned in November 2008.

Councillor Alan Cockburn then advised the Council that the Connect2 Kenilworth scheme was to be completed as planned, including the pedestrian and cycling bridge over the A429 Coventry Road.

Councillors Dave Shilton and John Whitehouse (who declared an personal interest as the Chair of the project steering group) expressed their appreciation to all involved on this project.

2. Members Allowances Scheme

Councillor Alan Farnell presented the report from the Independent Remuneration Panel. Seconded by Councillor Bob Stevens, he moved:

(1) That the special responsibility allowances in the Members Allowances Scheme be amended to include the following

Lead Cabinet Member:	£10,772 per annum
Support Cabinet Member:	£7,777 per annum
Overview and Scrutiny Board Chair:	£7,777 per annum
Overview and Scrutiny Committee Chair:	£5386 per annum
Overview and Scrutiny Vice-Chair:	£2000 per annum

7 Conservative spokespersons at £2000 per annum each

(2) That the above allowances be backdated to 18 May 2010 or the date of appointment to office, whichever is the later.

(3) That the current arrangements in the Scheme in relation to travelling and subsistence allowances be amended as set out in the Appendix attached to these minutes.

Councillor Jerry Roodhouse, seconded by Councillor June Tandy, then moved as an amendment:

“That the Council:

Thanks the Panel for its work but recognises that during this difficult economic time that the following should be adopted:

- (1) Delete Conservative Spokesperson allowance.
- (2) Two year freeze on any increases to members allowances.”

During the debate Councillor Farnell, with the consent of his seconder, agreed to amend paragraph (ii) of the Public Transport section of the Appendix referred to in his motion to incorporate disabled persons rail cards.

VOTE

On being put to the vote Councillor Roodhouse’s amendment was LOST by 19 votes to 32.

Councillor Farnell’s motion, as amended to include the reference to disabled persons rail cards as referred to above, was put to the vote and was **CARRIED** by 32 votes to 19.

[Note the Appendix attached to these minutes has been amended to reflect the incorporation of disabled persons railcards.]

3. County Councillor Martin Heatley

Councillor Colin Hayfield, Lead Portfolio Holder for Customers, Workforce and Partnerships, presented the report of the Strategic Director of Customers, Workforce and Governance.

Seconded by Councillor Bob Stevens he moved and it was **Resolved:**

That the Council approves the absence of Councillor Martin Heatley from meetings of the authority on the grounds of ill health.

4. 2010/11 Area Based Grant – New Allocations

Councillor David Wright presented the report of the Strategic Director of Resources. Seconded by Councillor Bob Stevens, he moved and it was **Resolved:**

(1) The Area Based Grant (ABG) for Child Poverty Local Duties is allocated to the Children, Young People and Families Directorate, for 2010/11 only.

(2) Any further increases in ABG in 2010/11 are allocated to the relevant County Council Directorate or partner, for 2010/11 only and are reported to members as part of the quarterly monitoring.

5. Comprehensive Spending Review 2010: A Warwickshire County Council Perspective

Councillor Alan Farnell, Leader of the Council, presented the report of the Strategic Director of Resources.

Seconded by Councillor Bob Stevens, he moved and following discussion it was **Resolved:**

That the Council acknowledge the outcomes of the Comprehensive Spending Review.

6. Warwickshire's Response to the Spending Review: An Interim Budget Statement

Councillor Alan Farnell, Leader of the Council, made the following statement.

“Madam Chairman, I would now like to make a statement to Council outlining the direction of travel for our current budget proposals.

As the Director of Resources' report points out, the 20th October Comprehensive Spending Review told us a lot about the future direction of UK public services.

With regard to local government, we know that there are going to be some difficult years ahead and some tough choices to make.

We all know the cause of the Country's financial predicament.

We know that our national debt doubled over the life of the last government and that we have the biggest structural deficit of any G20 member nation.

Warwickshire people didn't cause this deficit. Warwickshire people didn't ask for it but today I will outline how we will play our part in helping to work through this situation.

Like the national government we will be tough but fair.

Throughout our initial budget discussions, everything has been on the table, everything has been examined. Throughout these discussions, we have had a set of principles in mind to develop a balanced budget for the medium term.

We aim to protect the most vulnerable and the front-line services that support them.

We will keep people safe, foster independence and support enterprise.

We will strive to achieve value for money.

We all know that without an efficient back-office there wouldn't be an effective front-line. We will strive to get the balance right and make efficiencies where required.

Working to these principles we are able to support our priorities and protect resources to areas such as child protection, adult social care, road maintenance and the fire service. These are areas of which we should be proud.

None of us come into politics to make cuts, but when faced with challenges it is the role of politicians to be responsible, fair and open about those things we support, and have the conviction to reform areas where we know we can improve.

Due to the scale of the spending challenge this year, the Conservative budget group's initial discussions decided to take a more corporate approach to making savings and examining pressures. During the progress of these discussions, four stages evolved and I will use these now to outline the budget progress to date.

The first stage is a leaner organisation.

Achieving success in this area is a given for local authorities – it is what our residents expect us to do every day.

Much work has already been done in this area but we will continue to work towards a leaner management structure, and tackling processes that are too bureaucratic or not as efficient as we would like.

We will continue to make better use of our properties.

And we will continue to develop and share services with Coventry, Solihull and Warwickshire Councils.

The second stage is raising income.

In a time of restrained budgets we are no longer able to subsidise services to current levels for those who can afford to pay for certain services.

This is a fairer, more direct way of paying for services and ensures that the most vulnerable are protected.

Very recently, we made some changes to charging in Adult and Social Care. We will continue to investigate options for raising income - for example in some areas of pupil transport and for use of Country Parks.

With regard to raising income, I have recently written to the Secretary of State for Communities and Local Government to seek guidance on allowing local authorities more flexibility in this area. I am sure he will be receptive to innovation from local councils and I look forward to his reply.

The third of the four stages is reforming our services.

Reforming our services proves that in many cases it is possible to do more with less.

Bringing more services under one roof makes services more accessible and relevant to customers and saves money in terms of staffing and buildings.

Our 'one front door approach' brings together work of this kind and we are committed to offering as many of these services in this way in the future, complementing a greater online presence in accessing services.

It is best for our customers, best for our services and offers best value for money.

In other areas, our reablement service has begun the process of giving people their lives back. No one wants the state to run their lives so if we can prevent older and vulnerable people from becoming dependent on costly care packages then it is worth making a smaller investment at the beginning to allow greater freedom and choice.

I am committed to this approach and our reablement scheme shows that this is the way ahead. We can deliver real benefits to older people and I was pleased to learn of the government's recent support for such work.

Last week, Warwickshire has achieved notable success with Coventry in securing permission to progress with our Local Enterprise Partnership. Back in September over 50 LEP proposals were submitted to the CLG. Warwickshire's proposal with Coventry was one of the 26 approved. In these times, it is essential that enterprise is supported across the sub-region and we will reform our capacity to support this growth.

The last stage is the most challenging – the tough choices.

Even after taking all of the savings from reforming our council and our services and maximising our efficiency, we will not have saved enough to close our £60m funding gap.

It is clear that further savings will have to come from stopping or reducing the level of service we provide.

I am sure we all wish it were otherwise, but these are the tough choices we will have to make.

Areas we are now looking at include the youth service, reducing or stopping subsidies, switching-off street lights for specific periods during early mornings, reviewing subsidies for evening bus services, reducing speed camera enforcement, and reviewing the operation of libraries and recycling centres.

I'm sure you already know that making the changes I've referred to will require putting jobs at risk, some of which may ultimately result in redundancies.

This is a position that none of us is comfortable with but it must be done to keep the Council sustainable and to keep us in the best shape to deliver the services needed by Warwickshire residents.

At the moment, we are planning on a *worst case scenario* of around 1800 jobs at risk over a three year period. We are hopeful that the number of actual redundancies will be lower and I'd like to stress that we will do all we can to avoid redundancies through a range of measures such as natural turnover, early retirement and leaving vacant posts unfilled.

Today, consultation begins with the staff potentially affected by these budget proposals and I have given permission for the Head of Workforce Strategy & Development to begin consultation with the trade unions.

As I've already said, no one gets in to politics to make cuts but when this is the only option we must be both responsible and open and I hope you feel that I have begun this process today.

I would briefly like to outline two areas of work that demonstrate our approach to this year's budget discussions.

The first of these is *Facing the challenge* – a document that presents much of the information I've given today in a clear and honest way.

This document will be made available on the Internet, it will be sent to our partners, the press and be made available at our Area Committees and Community Forums. A more detailed version will be made available on the Intranet.

The second initiative is a website that has received a lot of positive attention in the local government sector after it was promoted by the LGA in September.

The website is called *You Choose* and it allows people to go online and specify their preferences for their local Council's spending and saving.

I have asked officers to input Warwickshire's financial data into the website so that Warwickshire residents can see what we spend in a year and have their say on areas of our spending.

It is an insightful exercise and once it goes live later this month I urge you to use it.

I will finish by stressing that where we must reduce the scope of the Council we will be responsible, open and fair.

I'm sure we all feel responsible for every member of staff affected by these proposals and wish that the situation were otherwise.

Nevertheless, Cabinet, the Conservative Group and I are committed to making changes and we will base all decisions on the principles of:

- Protecting the most vulnerable
- Keeping people safe and independent
- Supporting growth where this is affordable
- And offering value for money

However, we must also be upbeat. The scale of this challenge presents us with some opportunities to radically reform a number of our services and review our role as a local authority for the people of Warwickshire.

We will be a more focused Council doing fewer things, but these fewer things we will do better.

These proposals as I've mentioned earlier allow us to demonstrate our priorities. Those services from which we will not look for savings. These include:

- Child protection and looked after children
- Adult social care criteria
- Road maintenance
- the Fire Service
- and invest to save projects such as property rationalisation

These are services that exemplify our priorities for Warwickshire and I am proud that we can continue to tell a good story in these areas.

My intentions for this statement have been to outline in an open and honest way the progress of our budget proposals to date.

This in mind, all the supporting paperwork on our budget proposals will be made available to Councillors following this meeting and I would like to take this opportunity to invite other Groups to come forward with their ideas.

It is a fact that whichever Group was in control it would have to make savings of £60m.

In conclusion then, I return to the four stages:

We must be a leaner organisation

We must reform our services

We must seek further options to raise income

And we must take the tough choices

Once we've put ourselves in a sustainable position we can begin to work with greater surety on achieving our priorities for Warwickshire.

I am confident that if we face this challenge together we will be successful."

Following comments by Councillor Jerry Roodhouse, Councillor Alan Farnell confirmed that the Leaders Liaison Group would be asked to review all budget assumptions and establish any common ground where political groups can agree priorities before any final budget setting in February 2011.

7. Motion to Council (Standing Order 5)

Councillor Barry Longden, seconded by Councillor Bob Hicks moved the following motion:

"That in the event of the Government withdrawing, or reducing, the offer of £18million to build a new Nuneaton Academy, the entire Capital Receipt for the sale of the Manor Park School site in Nuneaton, and all the land associated with that school, be used to provide new build, new facilities, and new equipment at the Nuneaton Academy."

Following debate the motion was **LOST** by 19 votes to 34.

8. Member Question Time (Standing Order 7).

(1) Speed Cameras

Cllr Richard Dodd asked Cllr Richard Hobbs, Lead Portfolio Holder for Community Safety the following question:

“Can the Portfolio Holder state if Warwickshire has switched off any speed cameras and if so how much this will save?”

Councillor Hobbs replied:

“I am unable to say how much will be saved. I will provide a written answer.”

Councillor Dodd then asked:

“Will this be reviewed by the Cabinet on the 18 November?”

Councillor Hobbs replied:

“Yes. The policy needs refreshing. Any decision to withdraw speed cameras would be made by the council.”

(2) Project Transform

Cllr John Whitehouse asked Cllr Alan Cockburn, Lead Portfolio Holder for Environment & Economy the following question:

“Following the decisions by Solihull and Coventry councils to withdraw from Project Transform, would the Portfolio Holder confirm the Warwickshire position?”

Councillor Cockburn replied:

“This will not proceed because Coventry City Council and Solihull Metropolitan Borough Council have pulled out. The Consultants originally engaged by Coventry suggested that the Energy to Waste facility had a limited future and would cease to be viable in 2015. However, new consultants engaged by Coventry have reviewed the situation and consider that the facility would last for 30 years. This has resulted in those Councils withdrawing from the proposal. The County Council have been left high and dry. Compensation has been sought from Coventry and Solihull.”

Councillor Whitehouse then asked:

“I understand that the costs of **over** £2m were to be born all three authorities. Will the portfolio holder pursue why the wrong questions were asked in 2005 and who was responsible?”

Councillor Cockburn replied:

“Yes I can but given the circumstances I doubt if it will be helpful at the moment.”

(3) HS2

Cllr John Whitehouse asked Cllr Alan Cockburn, Lead Portfolio Holder for Environment & Economy the following question:

“When, and by what process, does the Portfolio Holder intend that this Council reaches its conclusions on the economic and environmental impacts of the proposed high speed rail scheme through Warwickshire?”

Councillor Cockburn replied:

“There is still an absence of information being produced and provided to WCC, including data on local economic impact assessment, environmental impact assessment and appraisal of sustainability reports. Recent information is that consultations will commence during mid to late February. HS2 will be discussed at the December Council to decide what policy the Council should have prior to the forthcoming consultation.”

Councillor Whitehouse then asked:

“Is the portfolio holder satisfied that the Council has the resources within the time available?”

Councillor Cockburn replied:

“£50,000 has been allocated to manage the issues. It is not for the Council to allocate resources for legal fees etc in opposing the proposal if Government decide HS2 will go ahead.”

Councillor Richard Chattaway then asked:

“Should resources be allocated to deal with the environmental issues?”

Councillor Cockburn replied:

“All parties will be involved in the decisions.”

(4) HQ Fire Station

Cllr Sarah Boad asked Councillor Richard Hobbs, Lead Portfolio Holder for Community Safety the following question:

“Are there any plans to close the HQ fire station in Leamington Spa and build a new Fire station outside of Warwick within the next three years?”

Councillor Richard Hobbs replied:

“I can not give a specific answer. The 20 July Cabinet considered the Integrated Risk Management Plan. Specific references included rationalisation of properties which would include such issues as a possible move to a new HQ, new training facilities incorporating better

use of Moreton in Marsh College. Resources would be needed keep things going in the meantime. A programme will be developed.”

Councillor Boad then asked:

“The Quarterly Bulletin of Fire and Rescue indicated that the Warwick Fire Station would change in September 2011. All Warwick Councillors understood that a new fire station was going to be opened before the closure of Warwick Fire Station.”

Councillor Hobbs replied:

“There was no commitment. There will be a relocation of rapid response unit.”

Councillor Clare Hopkinson then stated:

“As a local member for Warwick I was aware that, at the Council meeting on the 20 July, Councillor Hobbs had given no commitment to move the HQ at Leamington Spa before Warwick Fire Station was closed.”

Councillor Richard Chattaway then asked:

“Will Warwick Fire Station close before a new Station is available?”

Councillor Hobbs replied:

“As I previously advised changes will not be made overnight and a programme of work is being undertaken to look at how we implement the Improvement Plan to improve the safety for residents and our firefighters as a whole.”

9. Leader of the Council Question Time.

(1) Roadside Advertising Hoardings

Councillor Jeff Clarke asked:

“The Leader wrote to the Government regarding the potential danger of advertising hoardings on roadsides. What support is being given to district councils?”

Councillor Alan Farnell, Leader of the Council replied:

“I have had a reply from the Government indicating that under the Town and Country Planning Act, advertisements in fields, road verges and lay-bys need express permission from the planning authority. The County Council is working with the Nuneaton and Bedworth Borough Council to address the issues.

(2) English Defence League

Councillor June Tandy asked:

“The English Defence League (EDL) had been in action in Nuneaton on two occasions which required £77,000 of police resources to handle the situation. She understood that a further EDL campaign was

proposed later in November and although discussions were being held between appropriate parties, the only way forward seemed to be to ban the EDL . Is the Leader prepared to write to the Secretary of State to get them banned?"

Councillor Alan Farnell replied:

"The EDL are an abhorrent organisation and has no place in our society. I will discuss the matter further with Councillor Tandy and write to the Secretary of State to see what can be done."

(3) Stratford Park and Ride

Councillor Longden asked:

"Can the Leader tell me if the Stratford Park and Ride scheme is subsidised and if so by how much?"

Councillor Alan Farnell, Leader of the Council replied:

"I will let the councillor have a written answer when I have obtained all of the information."

(4) Powers of Parish Councils

Councillor Richard Hobbs asked:

"Will the Leader encourage the Big Society to expand so that parish councils are empowered to do smaller jobs themselves?"

Councillor Alan Farnell, Leader of the Council replied:

"I will."

10. Any other items of urgent business.

None.

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Chair of the Council.

The Council rose at 12.50

10. Travelling allowances may be claimed by members for the duties listed in the Appendix in accordance with the provisions set out below. Claims **must** be made within two months from the date of the event for which the allowance is claimed.

Public Transport

(i) Reimbursement for travel by public transport will not exceed the amount of the standard fare. In the case of rail travel, this will include the cost of a seat reservation.

(ii) Members may also claim for the cost of senior railcards and disabled persons railcards where these are used to the Council's advantage to reduce fares incurred on Council business.

(iii) For the avoidance of doubt, the cost of first class rail travel will not be reimbursed.

(iv) Receipts for all travel must be provided.

(vi) Members who do not use a senior rail card should purchase rail tickets through Democratic Services as it is often possible to obtain a more favourable rate and avoids members having to claim and await reimbursement.

(vii) Members should, wherever feasible, take advantage of the countywide travel pass scheme for residents over 60 which allows free travel on local bus services within the county.

Taxi cab

Taxi cab fares (including a reasonable gratuity) may be reimbursed in cases of urgency or when no public service is reasonably available. Receipts must be provided.

Air or sea

Air or sea fare may be reimbursed if the rate compares reasonably with the cost of alternative means of travel and/or having regard to the likely savings in time. In respect of travel by air or sea, this must be agreed in advance with the Democratic Services Manager. Receipts must be provided.

Insurance

It is essential that a member's own motor vehicle insurance policy covers them when using their own vehicle on County Council approved duties.

Member's Private Vehicle

The rates for travel by motor vehicle (excluding motor cycle) are 40p per mile.

Claims should be based on travel from the member's home address or from the actual starting point, whichever is the shorter. The Monitoring Officer will agree a standard **mileage from the member's home to Shire Hall for each member.** If a passenger is carried on any journey, an additional 10p per mile may be paid in respect of each passenger, provided it is economical to so do. **The name of any passenger(s) must be entered on the claim form for that journey.**

VAT Receipts

Claims for petrol purchases should be accompanied by a VAT receipt issued in the month of the claim.

Motor Cycle or Bicycle

The rate for motor cycle or bicycle is 20p per mile.

Hired vehicle

The rate for travel by a hired motor vehicle other than a taxi cab shall not exceed the rate which would have been applicable had the vehicle belonged to the member who hired it.

11. Subsistence allowances may be claimed by members for the duties listed in the appendix subject to the following provisions:

The Council will reimburse actual costs up to the maximum subsistence rates agreed for officers. Receipts must be provided with all claims and the claim for subsistence must be made within two months from the date of the event for which the allowance is claimed.

Subsistence will not be paid when lunch or tea is provided – for example on days of full Council.

Subsistence will not be paid for alcoholic beverages.

The rate of subsistence shall not exceed figures shown below without the prior agreement of the Chief Financial Officer.

(1) In the case of an absence, not involving an absence overnight, from the usual place of residence

(a) of more than 4 hours including the period between 12 noon and 2 pm (lunch allowance), £6.50

(b) of more than 4 hours ending after 7 pm (evening meal allowance), £8.00

(2) In the case of an absence overnight from the usual place of residence £77 and for such an absence overnight in London, or for the purposes of attendance at an annual conference (including or not including an annual meeting) of the Local Government Association or such other bodies as the Council may for the time being approve for the purpose, £88. These rates shall be deemed to cover a continuous period of absence of 24 hours.

(3) Where members require overnight accommodation they are **advised to consult Democratic Services** to avoid disputes over costs at a later date.

AGENDA MANAGEMENT SHEET

Name of Committee	Council
Date of Committee	14 December 2010
Report Title	High Speed Rail 2
Summary	To consider the County Council's position on HS2.
For further information please contact	Mandy Walker Manager - Regeneration Projects and Funding Group Tel. 01926 412843 mandywalker@warwickshire.gov.uk
Would the recommended decision be contrary to the Budget and Policy Framework?	No
Background Papers	Report to Communities Overview and Scrutiny 3 November 10.

CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

Other Committees	<input type="checkbox"/>
Local Member(s) (With brief comments, if appropriate)	<input checked="" type="checkbox"/> Councillor J Appleton <input checked="" type="checkbox"/> Councillor M Doody <input checked="" type="checkbox"/> Councillor P Fowler <input checked="" type="checkbox"/> Councillor J Lea <input checked="" type="checkbox"/> Councillor T May <input checked="" type="checkbox"/> Councillor B Moss <input checked="" type="checkbox"/> Councillor D Shilton <input checked="" type="checkbox"/> Councillor B Stevens <input checked="" type="checkbox"/> Councillor J Whitehouse <div style="display: inline-block; vertical-align: middle; margin-left: 10px;"> } for information </div>
Other Elected Members	<input checked="" type="checkbox"/> Councillor R Sweet, <input checked="" type="checkbox"/> Councillor C Williams (HS2 Working Party, with above local Members).
Cabinet Member (Reports to The Cabinet, to be cleared with appropriate Cabinet Member)	<input checked="" type="checkbox"/> Portfolio Holders/Support: Councillor A Cockburn <input checked="" type="checkbox"/> Councillor J Appleton.
Chief Executive	<input type="checkbox"/>

Legal	<input checked="" type="checkbox"/>	I Marriott – Comments incorporated
Finance	<input checked="" type="checkbox"/>	L Firmstone
Other Chief Officers	<input type="checkbox"/>
District Councils	<input type="checkbox"/>
Health Authority	<input type="checkbox"/>
Police	<input type="checkbox"/>
Other Bodies/Individuals	<input type="checkbox"/>

FINAL DECISION

YES/ (If 'No' complete Suggested Next Steps)

SUGGESTED NEXT STEPS :

Details to be specified

Further consideration by this Committee	<input type="checkbox"/>
To Council	<input type="checkbox"/>
To Cabinet	<input type="checkbox"/>
To an O & S Committee	<input type="checkbox"/>
To an Area Committee	<input type="checkbox"/>
Further Consultation	<input type="checkbox"/>

Council – 14 December 2010

High Speed Rail 2

**Report of the Strategic Director for
Environment and Economy**

Recommendation

That this Council:-

1. Is concerned that the information available for a meaningful public consultation on the proposed high speed railway through Warwickshire is incomplete and fails to provide a sound justification for this proposal either environmental or economic that would benefit the residents of Warwickshire. Therefore this Council opposes the scheme in its present form.
2. Is committed to working with government consultants to reduce the impact on Warwickshire of any high speed railway to ensure it does not unnecessarily harm the Warwickshire countryside or create blight on our residents, businesses and recreational facilities .
3. Receives further reports to the appropriate Committee(s) on HS2, after the public consultation has been launched, to consider the detailed impact of the proposals, including what if any, significant benefits HS2 will bring to Warwickshire.
4. Agrees to officers developing baseline criteria to assist the definition of 'significant local benefits'.
5. Instructs the Leader to write to the Secretary of State for Transport (copies to the six Warwickshire MPS) expressing these views .
6. Responds to the formal consultation on HS2, in due course.

1. Background

- 1.1 Members will be aware that the previous Government announced on 11 March this year its preferred route for a High Speed Railway (HS2), from London to the West Midlands, crossing through Warwickshire. The proposal was subsequently endorsed by the Coalition Government. A revised alignment was published in September, followed by an announcement in October of a Y option, to facilitate a northern extension linking Birmingham to Leeds and Manchester.

- 1.2 The preferred HS2 proposals include the following:-
- (i) A London cross terminal
 - (ii) A cross interchange station at old Oak Common (West London)
 - (iii) A new station adjacent to Birmingham international Airport/ National Exhibition Centre
 - (iv) A new terminal station in Birmingham east side.
- 1.3 About a third of the 150km route from London – Birmingham lies within Warwickshire. Initial estimates indicate a cost of £17b with works envisaged to start in 2015, with the scheme taking 6-10 years to complete.
- 1.4 Communities Overview and Scrutiny Committee (O&S) considered an update report on 3.11.10. on the status of the Government's High Speed rail proposal and heard presentations from three action groups representatives, who shared their concerns about HS2 on behalf of 14 action groups in Warwickshire. Copies of the O&S report are available in members rooms. The minutes from the meeting are attached, as Appendix 1.
- 1.5 Key areas of concern raised by O&S, included:
- (i) the lack of information currently available to assess the impact of the proposals on Warwickshire
 - (ii) the timing of when information would be available
 - (iii) potential environmental impact
 - (iv) potential economic impact
 - (v) the apparent weaknesses of the original business case
 - (vi) the financial implications of HS2 , at a time when the region and country were facing the severest cuts
 - (vii) the need to learn lessons from HS1 and other major infrastructure projects
 - (viii) the need to maximise benefits for Warwickshire, should HS2 go ahead.
- 1.6 Members of O&S resolved to:
- (i) Thank the representatives of the Action Groups for their contributions and asked that Graeme Long continue to provide Councillors with updates from the Action Groups.
 - (ii) Asked Mandy Walker to provide an update on the outcomes of the meeting with the Minister scheduled for early December.
 - (iii) Agreed that the strongest representation possible needed to be made to HS2 Ltd. and Government to ensure the gaps in information were filled before the consultation took place
 - (iv) Requested that every effort be made to:-
 - encourage Government to set up some form of funding allocation for Action Groups
 - press for details regarding the route north of Birmingham.

- (v) Agreed that the Chair and Party Spokespersons should discuss the way forward, including a timetable of events, for the Committee to consider HS2 in the new year”.

2. Current Position

- 2.1 Since the O&S meeting, there have been several communications with HS2 Ltd and Government.
- 2.2 A meeting has been held with HS2 Ltd and representatives from County, Stratford, Warwick and North Warwickshire District Councils on 9 November, to discuss the latest position on HS2 and the consultation proposals. The consultation is due to start in February 2011. Arising from this meeting the Local Authorities have expressed several concerns about the consultation proposals and are in discussion with HS2 Ltd. to confirm another meeting, to which local representatives would be invited, to help shape the consultation process on HS2 in Warwickshire. In addition, a meeting is also being set up with Sir Brian Briscoe, Chairman of HS2 Ltd., and County/ District/ Borough members to discuss the proposals further.
- 2.3 On 2 December the Deputy Leader, along with Members from 13 other local authorities affected by the route* , met with the Secretary of State for Transport . This was a useful meeting which allowed common concerns to be expressed to the Minister, including the inadequacy of the business case to date and justification of the project based on national interest. A second meeting with the Minister will be arranged towards the end of the consultation . In the meantime the LAs will continue to meet and exchange views and information regarding HS2 and identify further areas of common interest.
- * Warwick DC, Stratford DC, North Warwickshire DC, Buckinghamshire CC, Wycome DC, Aylesbury Vale DC, Cherwell DC, South Northamptonshire DC, Chiltern DC, Northamptonshire CC, Staffordshire CC, London Borough of Hillingdon, South Buckinghamshire DC.
- 2.4 Fundamentally, the outstanding information of interest to this Council, on environmental and local economic impacts, has not been forthcoming and will not be before the consultation. HS2 Ltd. recognise that there is a gap in local economic impact information, but this will be addressed in parallel with the public consultation, not before. Similarly, whilst the Appraisal of Sustainability will form part of the core documents for the consultation, (along with route detail and engineering reports), the detailed Environmental Impact Assessment will not be available until after the consultation. The latter will form part of the submission for the Hybrid Bill (anticipated 2012), which is the same approach taken on HS1.
- 2.5 On 4 November a visit to Kent provided Officers and Members with a useful insight into HS1, both visual, seeing parts of the route, physical infrastructure and landscape impact, as well as discussing with colleagues compensation and mitigation issues, along with other key areas such as noise, habitat, consultation and parliamentary process. Further work will follow, to ensure we learn as much as possible from both the positives and negatives of HS1.

3. Key issues

- 3.1 The Government's business case is currently being revised. As it stands, the main justification for HS2 rests on the perceived economic benefits that a link through from London via the Midlands, to Manchester and Leeds, will bring to the northern regions, with additional benefits to Birmingham and those areas adjacent to new stations, e.g. NEC and Birmingham eastside. Other key benefits stated include:
- (i) Reductions in journey times between Birmingham and London, of up to 49 minutes
 - (ii) Reduction of over crowding on West Coast Main Line (WCML), leading to additional capacity for passengers and freight, all of which have yet to be quantified and costed
 - (iii) More capacity on wider regional rail services
 - (iv) Supply chain benefits
 - (v) Benefits of £2 for every £1 of government money spent.
- 3.2 The national and international data available so far, as part of the supporting documents for HS2, recognise that peripheral areas like Warwickshire, do not stand to benefit greatly from high speed rail, and therefore there will be an important balance to be made, once the full data is available, between the benefits of HS2 based on regional/national opportunities versus local costs and benefits.
- 3.3 Officers consider that there is a lack of local impact information available, to appraise the detailed impact of HS2 on Warwickshire , with the key benefits to date being justified on national and regional benefits. Therefore this Council may wish to express its concerns and oppose the scheme in its present form, on the basis that the information available is incomplete and fails to provide a sound justification for this proposal either environmental or economic that would benefit the residents of Warwickshire.
- 3.4 At the time of writing Stratford DC and North Warwickshire BC have both resolved to notify the Secretary of State of their objections.
- 3.5 It is proposed by Officers, that a set of criteria be developed, which would be brought to Cabinet for approval, as the baseline requirements which WCC would require as 'significant benefits' for Warwickshire, should the scheme proceed.
- 3.6 Ahead of the consultation in February, officers will continue to discuss with HS2 Ltd. the consultation proposals, and will engage with colleagues to examine the scope for commissioning local impact work, the detail of which will be shared with the HS2 Members Working Group.
- 3.7 WCC has recently established a joint Warwickshire County/District/Borough Officer Working Group through which we will continue to liaise and work closely on HS2, along with other authorities along the route

4. Financial Implications

- 4.1 There are no current financial implications. However, if it is decided to commission external local economic impact work, the £50k budget will need to be reviewed with Members.

5. Policy Proposal for Council to Consider:

- 5.1 There is growing concern that HS2 will not benefit Warwickshire. Therefore, this Council may wish to express its concerns and oppose the scheme in its present form, on the basis that the information available is incomplete and fails to provide a sound justification for this proposal either environmental or economic that would benefit the residents of Warwickshire.

6. Next Steps and Conclusion

- 6.1 Subject to Members views, the Secretary of State for Transport be advised that this Council opposes the scheme in its present form.
- 6.2 Further reports will be brought to the appropriate Committee(s) on HS2, after the public consultation has been launched, to consider the detailed impact of the proposals, including what, if any, significant benefits HS2 will bring to Warwickshire.

PAUL GALLAND
Strategic Director for Environment and Economy
Shire Hall
Warwick

6 December 2010

AGENDA MANAGEMENT SHEET

Name of Committee	County Council
Date of Committee	14 December 2010
Report Title	Appointments to Committees
Summary	To determine the allocation of seats between the political groups on the Council's committees.
For further information please contact:	Jane Pollard Democratic Services Manager Tel: 01926 412565 janepollard@warwickshire.gov.uk
Would the recommended decision be contrary to the Budget and Policy Framework?	No.
Background papers	None

CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

Other Committees	<input type="checkbox"/>
Local Member(s)	<input checked="" type="checkbox"/>	N/A
Other Elected Members	<input checked="" type="checkbox"/>	Councillor Roodhouse, Councillor Tandy.
Cabinet Member	<input checked="" type="checkbox"/>	Councillor Farnell
Chief Executive	<input checked="" type="checkbox"/>	Jim Graham
Legal	<input checked="" type="checkbox"/>	Sarah Duxbury
Finance	<input type="checkbox"/>
Other Strategic Directors	<input type="checkbox"/>
District Councils	<input type="checkbox"/>
Health Authority	<input type="checkbox"/>
Police	<input type="checkbox"/>

Other Bodies/Individuals ☐

FINAL DECISION YES

SUGGESTED NEXT STEPS:

Details to be specified

Further consideration by
this Committee ☐

To Council ☐

To Cabinet ☐

To an O & S Committee ☐

To an Area Committee ☐

Further Consultation ☐

Agenda No

County Council – 14 December 2010.

Appointments to Committees

Report of the Strategic Director of Customers, Workforce and Governance

Recommendations

- (1) That the Council considers the arrangements it wishes to make for the allocation of seats between the political groups on the Council's committees.

1.0 Allocation of seats between political groups

- 1.1 Councillor Cockings resigned from the Liberal Democrat Group in September 2010 and is now a member of the Conservative Group. The composition of the Council is now 39 Conservative; 11 Liberal Democrat; 11 Labour and 1 Independent councillors. The Local Government and Housing Act 1989 requires that appointments to committees and sub-committees must achieve political balance in their membership. (There are exceptions to this notably for geographically based committees on which all local members sit.) Where one party has an overall majority of seats on the Council then the majority of seats on a body should be allocated to that party.
- 2.2 The other ground rules are:
Committees: the aggregate allocation of all committee seats must be proportional to the party groups' overall membership on the Council. Within those allocations each individual committee must be split as close to the overall proportions as possible.
Sub-committees: the sub-committee is split proportionally – there is no aggregation.
Panels, Working Parties: the national rules do not apply but the Council has applied the proportionality rule as a matter of good practice.
- 2.3 The overall rules can be set aside in favour of local arrangements provided this is agreed by the Council with no-one voting against it.

2.4 Currently the allocation of the 66 seats on Committees between the Groups are 40 Conservative; 13 Liberal Democrat; 12 Labour and 1 Independent. The change in the composition of the Council gives a new entitlement of 41 Conservative; 12 Liberal Democrat; 12 Labour and 1 Independent. Requiring a shift of one of the currently allocated places on committees from the Liberal Democrat Group to the Conservative Group.

2.5 The Council is invited to confirm the arrangements it wishes to make in the allocation of seats on committees to reflect the change in the composition of the Council. For ease of reference the current allocation of seats on committees is set out below

Current Allocation

Committees	Con	LD	Lab	Other	Total
Audit and Standards Committee	4	1	1		6
Regulatory Committee	7	3	2		12
Staff and Pensions Committee	4	1	1		6
Overview and Scrutiny Board	7	2	2	1	12
Adult Social Care and Health Overview and Scrutiny Committee	6	2	2		10
Children and Young People Overview and Scrutiny Committee	6	2	2		10
Communities Overview and Scrutiny Committee	6	2	2		10
Total	40	13	12	1	66

New Entitlement	41	12	12	1	66
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DAVID CARTER
Strategic Director of
Customers, Workforce and
Governance

Shire Hall
Warwick

19 November 2010

AGENDA MANAGEMENT SHEET

Name of Committee	County Council
Date of Committee	14 December 2010
Report Title	Petitions Scheme – e-petitions facility
Summary	This report suggests revisions to the petition scheme to incorporate arrangements for an e-petitions facility. The Council is required to have an e-petitions facility in place by 15 December 2010
For further information please contact:	Jane Pollard Democratic Services Manager Tel: 01926 412565 janepollard@warwickshire.gov.uk
Would the recommended decision be contrary to the Budget and Policy Framework?	No.
Background papers	None

CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

Other Committees	<input type="checkbox"/>	
Local Member(s)	<input type="checkbox"/>	N/A
Other Elected Members	<input type="checkbox"/>
Cabinet Member	<input checked="" type="checkbox"/>	Councillor Colin Hayfield
Chief Executive	<input checked="" type="checkbox"/>	Jim Graham
Legal	<input checked="" type="checkbox"/>	Jane Pollard
Finance	<input checked="" type="checkbox"/>	David Clarke
Other Strategic Directors	<input type="checkbox"/>
District Councils	<input type="checkbox"/>
Health Authority	<input type="checkbox"/>

Police ☐

Other Bodies/Individuals ☐

FINAL DECISION YES

SUGGESTED NEXT STEPS:

Details to be specified

Further consideration by
this Committee ☐

To Council ☐

To Cabinet ☐

To an O & S Committee ☐

To an Area Committee ☐

Further Consultation ☐

County Council – 14 December 2010.

Petitions Scheme –e-petitions facility

**Report of the Strategic Director of Customers, Workforce
and Governance**

Recommendation

1. That the Council approves the inclusion of the arrangements for e-petitions in Appendix 1 (with/without amendment) and authorises the Strategic Director, Customer Workforce and Governance to make any necessary amendments to the Petitions Scheme to incorporate those changes.

1. Background

- 1.1. The Council agreed a petitions scheme for paper-based petitions on 29th June 2010. The Council is under a statutory duty to have in place an e-petitions facility by 15th December 2010. The new e-petitions facility will be hosted on the Council's website and run as a module within the new Committee Administration System.
- 1.2. This will provide the public with the opportunity to submit on-line petitions using the Council's new facility. Appendix 1 sets out the suggested arrangements for e-petitions. In all other respects e-petitions will be required to follow the same guidelines as paper petitions.

Financial Implications & Equalities Implications

2. The costs of dealing with petitions cannot be ascertained in advance **and will** depend on the number of petitions received and the number of appeals against petitions. Government accepted that this was a new burden on authorities for which monies were to be made available in the Area Based Grant.
3. The new rules on petitions are intended to enable greater public access to the decision-making processes of the Council and as such contribute towards open and inclusive governance.

DAVID CARTER

Strategic Director of Customers, Workforce and Governance

Shire Hall

Warwick

18 November 2010

Arrangements for E-petitions

The council welcomes e-petitions which are created and submitted through our website [link]. E-petitions must follow the same guidelines as paper petitions.

The petition organiser will need to provide us with their name, postal address and email address. You will also need to decide how long you would like your petition to be open for signatures. Most petitions run for six months, but you can choose a shorter or longer timeframe, up to a maximum of 12 months.

When you create an e-petition, it may take five working days before it is published online. This is because we have to check that the content of your petition is suitable before it is made available for signature and it must meet the requirements of our scheme. If we feel we cannot publish your petition for some reason, we will contact you within this time to explain. You will be able to change and resubmit your petition if you wish. If you do not do this within 14 days, a summary of the petition and the reason why it has not been accepted will be published under the 'rejected petitions' section of the website.

When an e-petition has closed for signature, it will automatically be submitted to [insert details]. In the same way as a paper petition, you will receive an acknowledgement within 14 days. If you would like to present your e-petition to a meeting of the council, please contact Democratic Services Manager within five days of the petition closing.

A petition acknowledgement and response will be emailed to everyone who has signed the e-petition and elected to receive this information. The acknowledgment and response will also be published on this website.

How do I 'sign' an e-petition?

You can see all the e-petitions currently available for signature here [insert link].

When you sign an e-petition you will be asked to provide your name, your postcode and a valid email address. When you have submitted this information you will be sent an email to the email address you have provided. This email will include a link which you must click on in order to confirm the email address is valid. Once this step is complete your 'signature' will be added to the petition. People visiting the e-petition will be able to see your name in the list of those who have signed it but your contact details will not be visible.

AGENDA MANAGEMENT SHEET

Name of Committee	Council
Date of Committee	14 December 2010
Report Title	Warwickshire County Council Member Development Programme
Summary	The West Midlands Councils undertook a peer assessment of the County Council's Member Development Strategy in September 2010. This resulted in the Council receiving recognition that it had achieved the primary level of the West Midlands Member Development Charter. This report considers the feedback from the assessment, recommendations for improvement and progress of the mandatory programme.
For further information please contact:	Janet Purcell Executive and Member Support Manager Tel: 01926 413716 Janet.purcell@warwickshire.gov.uk
Would the recommended decision be contrary to the Budget and Policy Framework?	No.
Background papers	Self Assessment Submission to the West Midlands Councils –September 2010

CONSULTATION ALREADY UNDERTAKEN:

Details to be specified

Other Committees	<input checked="" type="checkbox"/> Member Development Steering Group (Cllrs Bob Stevens (Chair), Peter Butlin, Richard Chattaway, Colin Hayfield and Jerry Roodhouse).
Local Member(s)	<input type="checkbox"/>
Other Elected Members	<input type="checkbox"/>
Cabinet Member	<input checked="" type="checkbox"/> Cllr Peter Butlin
Chief Executive	<input type="checkbox"/>

- | | | |
|---------------------------|-------------------------------------|--------------------|
| Legal | <input checked="" type="checkbox"/> | Greta Needham..... |
| Finance | <input type="checkbox"/> | |
| Other Strategic Directors | <input checked="" type="checkbox"/> | David Carter |
| District Councils | <input type="checkbox"/> | |
| Health Authority | <input type="checkbox"/> | |
| Police | <input type="checkbox"/> | |
| Other Bodies/Individuals | <input type="checkbox"/> | |

FINAL DECISION YES

SUGGESTED NEXT STEPS:

Details to be specified

- | | | |
|--|--------------------------|-------|
| Further consideration by
this Committee | <input type="checkbox"/> | |
| To Council | <input type="checkbox"/> | |
| To Cabinet | <input type="checkbox"/> | |
| To an O & S Committee | <input type="checkbox"/> | |
| To an Area Committee | <input type="checkbox"/> | |
| Further Consultation | <input type="checkbox"/> | |

**Council
14 December 2010.**

Member Development Programme

Report of the Member Development Steering Group

Recommendations

- (1) That the feedback from the West Midlands Council Member Development Assessment Team be noted.
- (2) That Council agree the actions to take forward the recommendations from the Assessment Team as set out at 4.1 and the additional recommendations at 4.2.
- (3) That Council support the continuation of the West Midlands network for a trial period and that the Member Development Steering Group further explore sub-regional opportunities.
- (4) That Council note progress in completion of the mandatory programme as set out at 5.1 and agree the proposals at 5.2 with regard to the completion of this year's mandatory development programme and 5.3 criteria for exemptions (with amendment to the Member Allowances Scheme).
- (5) That Council agree the proposed approach to mandatory development for 2011/12 as set out at 5.4.

1.0 Introduction

The West Midlands Councils assessment of Warwickshire County Council's member development programme was undertaken in September, through consideration of a self-assessment submission and on-site visit on 30 September 2010. The site assessment was undertaken by the following team:

Councillor Lucy Hodgson – Worcester City Council
Councillor Ken Turner – West Midlands Fire Service
Elaine McLaddery – Nuneaton & Bedworth BC & Rugby BC
Nano Hill – West Midlands Councils

The team interviewed a range of members and officers (including the Leader of the Council, Chief Executive, Member Development Steering Group, and focus groups of members). 20 councillors and 8 officers were interviewed in total. The results of the assessment is set out in the feedback report at appendix 1.

2.0 Main Themes of the Charter

The West Midlands Charter sets out a framework for member development based on key areas:

- Planning and policy – the council strategically plans and invests in member development to support its continuous improvement.
- Implementation and Delivery – the council delivers effective and timely interventions to achieve member development priorities.
- The effectiveness of member development activity is monitored and reviewed.
- The effectiveness of member development is evaluated (development leads to improvements).

3.0 How Warwickshire County Council Measures up

The elements that enabled the Council to achieve Primary Level are set out in the full report, but in summary they are:

- Commitment - from top political and managerial leadership to member development as critical part of supporting the organisations aspirations. This is also demonstrated by the financial commitment, including dedicated officer resource.
- A Strategy for Member Development, Member Role Profiles and Mandatory Programme – produced by the Member Development Steering Group and approved by Council.
- The link between priorities and the programme – including taking on the messages from independent and peer reviews of the need for a mandatory member development programme.
- Clear evidence that there has been some good delivery, particularly the initial induction programme and the efforts to make delivery varied and accessible.
- The opportunity for 1:1 interviews with individual members to discuss their support needs.
- Monitoring and review of individual sessions, and overall review of the programme by the Member Development Steering Group.

Whilst recognising that the positive elements that enabled the Council to reach primary status, the assessment team also found a number of areas for improvement. These improvements would need to be in place to ensure momentum in member development and to bring the Council to a higher standard (whether or not the Council decides to look for further accreditation).

4.0 Proposed Improvements

4.1 Recommendations in response to the feedback

The following are the Member Development Steering Group's response to the recommendations from the assessment:

(1) Communication

The Steering Group recommend that there be a standing item on the agenda of Political Group meetings to encourage members to share their experiences, identify gaps in the programme and generally to feedback their views on improvements to the way we approach member development.

In addition, bulletins from the Steering Group should be made available on the Member Development area of the intranet, along with sign posting to the '*Leading for Warwickshire*' Strategy, Member Role Profiles, current programme and up to date list of learning materials.

(2) Resources

The Steering Group has noted the comments from the Charter assessors on resources and officer support but recognise that every effort must be made to ensure the future development programme is delivered in the most efficient way possible and that resources will need to be reviewed as part of the budget process.

(3) Expand the membership of the Steering Group

The Group should be expanded to include non-executive, recently elected members to bring a fresh view to member development and to champion it within the Groups.

(4) Evaluation

Evaluation of development should include what the member has learned and how the learning has been applied. Those local authorities recognised nationally as performing well in member development, have also been able to provide evidence that member development has had an impact on their communities and on the performance of the Council. Such evaluation is undertaken through discussions with members in their individual reviews, in collective discussion within Groups and, in some authorities, through the use of 360 degree feedback.

(5) Annual review of individual member's support/development needs.

Annual reviews of individual member support and development need to take place. This should incorporate discussion about the mandatory elements but should mainly focus on the individual needs. This also

provides an opportunity to reflect and evaluate as mentioned at (4) above.

(6) Accessibility

The improvements to member IT should be used as an opportunity to take up on-line learning opportunities. Different venues and times of day should also be used. Saturday sessions could also be explored as an option (see 5.2 below).

(7) Induction follow-up

There should be follow up discussion with newly elected members a few months after their initial induction to identify any gaps in induction, any need for repeat/updates of sessions (or individual briefings, information etc).

(8) Mentor/Buddy system

This needs to be formalised to ensure new members have access to both officer and member mentors. There should be clear guidance on the role of the mentors.

(9) Role of Steering Group.

A short bulletin of outcomes of meetings of the Steering Group (and other member development news) will be placed on the Members Area of the Intranet.

4.2 Further recommendations

(1) Fresh focus to the Member Development Programme

The Member Development Steering Group are well aware that the County Council, along with its partners and the public sector generally, are facing the most challenging time for many decades, and that this will be unfamiliar territory for most councillors and officers.

There is no better time to ensure we have a Member Development Strategy that is tailored to provide the support councillors will need through these times and to ensure the focus is on developing the skills and knowledge (increasingly focused around customer insight) to tackle issues and find solutions with partners. For this reason, the Member Development Steering Group recommend a different approach to Member Development for 2011/12 that focuses the mandatory programme on one or two key areas (see recommendation under 5.4).

(2) Shared Development

All authorities are looking for efficiencies and member development is an area where sharing activities makes sense on an economic basis but also because our partners and ourselves share the same issues and challenges. As we work more closely with partners, there will be 'on the job' development happening, but there may also be areas that need discreet sessions and in any case there must be opportunities to share what is being learned and to discuss examples of best practise/things that could work in Warwickshire and the sub-region. It is recommended that the Member Development Steering Group continue to identify opportunities for shared development with partners, including sub-regional and regional opportunities.

(3) Shared networks

Members may be aware that the Learning and Development function of the West Midlands Councils is ceasing in December and the staffing of the West Midlands Councils reduced. One of the aspects of the West Midlands Member Development has been Member and Officer Network meetings (and some joint member and officer meetings) from authorities across the West Midlands. West Midlands Councils undertook a survey of authorities which included questions about the value of retaining the network meetings (with some administrative support from the West Midlands office). The feedback indicated that the networks were of use but there was some difficulty for a number of authorities in committing to any funding.

The discussion at the last West Midlands Councils Joint Member and Officer meeting in October resulted in agreement to trial retention of the network meetings but with sharing of responsibility amongst councils. The West Midlands Councils will provide a meeting room at their offices in Birmingham and some administrative support.

It was agreed that Warwickshire County Council would work with Stratford DC and Warwick DC in bringing together an agenda for the next meeting in February. It remains to be seen whether the meetings will continue to be productive or will 'die on the vine' without a continual central driver. It does, however, present opportunity to identify those who are keen to work with us on development collaboration – albeit it is likely to be those in closest proximity.

The Member Development Steering Group recommend that the West Midlands Officer Network and the Joint Member and Officer network continue but that the Steering Group will monitor their effectiveness.

5.0 Mandatory Programme

5.1 Progress of programme.

The Member Development Steering Group are keen to ensure Members have had adequate opportunities to fulfil the mandatory elements of the development programme.

An analysis of the attendance up to and including 25 November shows that there are still gaps in attendance as follows:

Element	Number of members to complete element
Code of Conduct	18
Equality and Diversity	12
Overview & Scrutiny	19 (<i>1 booked for Feb session</i>)
Chairing	5 (<i>3 booked for Jan/Feb</i>)
Partnership working	4
Media	5
Democratic Processes	33 (<i>Localism Bill session to be arranged</i>)
Locality/Community Leadership	32
IT	9
(Finance) & Performance	22 for performance aspect
Regulatory	0

Total number of sessions still to attend	Number of Councillors
All elements completed (<i>including those booked on future sessions</i>)	10
1	14
2	10
3	9
4	9
5	3
6	3
7	3
8	1

5.2 Opportunities to complete the programme

The Steering Group suggest that, in addition to the scheduled events, there should be a day set aside that will provide members with opportunities throughout the day to complete the programme. It is suggested that, if there is sufficient interest, this could take place on a Saturday at a venue with a number

of rooms for workshops/briefings. This could also include drop in sessions with range of officers (e.g. for one to one or small group briefings, for one to one discussion about support needs etc). If successful it could be built into the Council calendar as an annual event with future ones taking place over the summer, and planned around priorities identified by members and the Groups.

5.3 Criteria for exemptions

The Steering Group have discussed the need to ensure those who have had exceptional circumstances that have prevented them attending sessions are not penalised through loss of basic allowance.

The Group recommend that:

- Any member who has been granted dispensation by the Council (as they are likely to be unable to attend a meeting within six months due to illness) should be excluded from completion of the programme for that year.
- Any other requests for exemptions due to exceptional circumstances should be agreed by the Strategic Director of Customers, Workforce & Governance, following consultation with the Leaders Liaison Group (and the Members Allowances Scheme amended accordingly).

5.4 Mandatory Programme for 2011/12

The Steering Group are of the view that the approach to the mandatory development should be amended to allow for the political groups to agree some elements of the programme (to either be delivered within groups or open to all members).

The Steering Group also recommend that there be a specified number of hours of development for each year of the Council administration. The following pattern is suggested:

First year (new council)	12 hours – 4 at discretion of the political groups
Second year	12 hours – 4 at discretion of the political groups
Third year	8 hours - 2 at discretion of the political groups
Fourth year	6 hours - 2 at discretion of the political groups

The Steering Group considered that, given the changes in local government and the challenges ahead, there is likely to be one or two core sessions that will be essential for all members.

The Steering Group has also reflected that attendance at the Cabinet portfolio holder briefing sessions has proved positive with typically 20 or so members attending each. The Steering Group consider these type of briefings should be encouraged and could count towards training hours.

6.0 Conclusion.

The Charter assessment process confirmed that the Council has building blocks in place for effective member development and is able to deliver effective development sessions. It has also confirmed that more needs to be done to ensure development is relevant for the Council and individual members. A new development programme should reflect the needs of members and the challenges facing the Council as a whole.

If the Council agree to this approach the Member Development Steering Group will propose a programme for 2011/12 based on discussions within the Groups and feedback from members through 'one to one' discussion with them and the views of SDLT.

DAVID CARTER
Strategic Director of Customers,
Workforce and Governance
Shire Hall
Warwick
December 2010



Warwickshire County Council

Primary Level Charter Assessment

30th September 2010

Feedback Report



1. Introduction

Following completion of its commitment to achieving the West Midlands Member Development Charter, in July 2008, Warwickshire County Council chose to be assessed against the Primary level of the Charter.

A team of peer assessors, led by Nano Hill from West Midlands Councils, conducted the assessment of Warwickshire County Council against the Member Development Charter (Primary Level). The team comprised:

- Councillor Ken Turner – West Midlands Fire Service;
- Councillor Lucy Hodgson – Worcester City Council;
- Elaine McGladdery – Nuneaton & Bedworth BC & Rugby BC; and
- Nano Hill - West Midlands Councils.

1.1 Methodology

The assessment process for Warwickshire County Council involved the following stages:

- The Chief Executive, Leader of the Council and Leaders of all political parties signing up to the Charter on 9th July 2008;
- Informal discussions with lead officers about Warwickshire's readiness for assessment;
- Completion of a detailed self-assessment in July 2010 outlining the member development process at Warwickshire CC for use by the assessment team;
- A formal pre-site visit by Nano Hill West Midlands Council on 3rd September 2010, with the Executive and Member Support Services Manager. During this meeting the self assessment document, evidence requirements, assessment interview schedule, interview processes and overall timetable were discussed;
- The final submission of a revised self-assessment document and a supporting evidence portfolio on 7th September 2010;
- The assessment team was recruited from the pool of assessors, nominated by authorities signed up to achieving the Member Development Charter;
- An Assessment Team preparation day held on 22nd September 2010;
- A full day on-site visit at Warwickshire on 30th September 2010, during which the assessment team met the Leader of Council, Chief Executive, a wide range (33%) of executive and non-executive Members, and officers;
- A consensus meeting held on Wednesday 6th October 2010 to consolidate the peer assessors findings, and to agree the strengths and areas for improvement;
- The draft report was circulated to the assessment team for comment and following final revisions it was sent to Warwickshire County Council to ensure there were no factual inaccuracies.

This report represents the assessment team's findings, based on the evidence arising from on-site interview sessions, documentary information contained in the portfolio provided for the peer assessors preparation day, and additional information made available before and during the site visit.

1.2 Acknowledgements

The commitment to achieving the Member Development Charter is entirely voluntary and the judgements are those made by peers against the Charter criteria; by accepting this peer challenge, Warwickshire CC is supporting delivery of its vision and aims, together with the priorities, goals and promises it has made to the local community in its Corporate Business and Improvement Plans.

The assessment team thanks the Council, in particular:

- Janet Purcell for organising the self-assessment, evidence portfolio, site visit interviews, and for the excellent hospitality received on the day;
- The chairman and members of the Member Development Steering Group, for their positive and enthusiastic leadership of the Member Development programme at Warwickshire County Council.
- The involvement of both elected Members and Officers from Warwickshire County Council in continuing to support the Charter throughout the West Midlands.

2. Executive Summary

2.1 Assessment Team Decision

The assessment team is delighted to acknowledge the progress Warwickshire County Council has made on its Member Development journey, and **to congratulate the authority on achieving the Primary Level of the Charter standard.**

2.2 Purpose

This report provides an overview of the assessment team's findings, including recommendations about areas for improvement, to inform the authority's future plans for member development.

In achieving the Primary level, Warwickshire County Council has demonstrated that it has in place the building blocks and a firm foundation for developing its Member Development systems and processes.

2.3 Summary of Findings

Warwickshire County Council has been committed to Member Development for a number of years. As part of its 10 year change programme it aims to be a high performing customer focussed learning organisation with Members who are confident and equipped to carry out their roles effectively.

The all-party Member Development Steering Group was set up by the political Group Leaders and has been in operation since 2006, and it designed and produced the Member Development Strategy in 2007. This ensures Member Development is strategically placed, provides a structure, and sets out the roles and responsibilities for the planning, delivery and evaluation of development opportunities offered to its Members.

The current 'Leading for Warwickshire' programme was designed to meet needs following the all out elections in 2009 and it also forms part of the response to corporate priorities and recommendations from formal inspections/external reviews.

Interviewees could explain the processes and procedures used in Warwickshire CC, and gave examples of where they considered development activities had improved performance. These included, the review and revision of the Overview & Scrutiny structure; Improvements in decision making and locality working; and the introduction of new ICT equipment. The improved response times allowed by using Blackberries received particular mention.

3. Comprehensive Feedback Report

Clearly, there is considerable enthusiasm and commitment for member development at Warwickshire County Council; this was evident from the responses given by members and officers interviewed during the on site visit.

The authority's established all- party Member Development Steering Group has a significant role in Warwickshire's achievements to date; it recognizes that the Primary Level of the Charter is not the end of the story, and is clearly committed in continuing to move this agenda forward.

The authority is already aware of some gaps and areas for improvement, and the assessment team is convinced that the Charter assessment experience will help to improve its member development activities still further.

The assessment team is confident that Warwickshire County Council is committed to pursuing its journey in embedding and continually improving its approach to member development, and will positively embrace the recommendations.

The following table aims to provide a comprehensive report of the peer assessor team's findings against the Primary Charter Standards.

Stage One – Planning and Policy

Key Stage 1 Primary Level	Strategic Planning and Policy The local authority strategically plans and invests in member development to support its continuous improvement	
Assessment focus	Strengths	Areas for Improvement
<p>The political and managerial leadership can describe strategies/approaches that the authority has put in place to develop elected members, in order to improve the council's performance</p>	<p>Interviews revealed there is clear evidence of substantial commitment from both top political and managerial leadership. Its strategies, priorities and plans which have been developed to support its 'Customer first' and 'Learning Organisation' aspirations.</p> <p>Individuals were enthusiastic about providing opportunities, and the vast majority could describe processes and were able to give examples of behaviour and performance changes.</p>	<p>The assessment team recommends the wider communication/re- launch/re-marketing of the Member Development 'Brand' to ensure that all people involved are reminded and fully aware (some weren't) of the systems and processes in the Member Development Strategy.</p>
<p>There is a process in place to ensure that sufficient financial resources are secured to deliver the agreed learning and development priorities, including dedicated officer resource</p>	<p>In comparison to other authorities Warwickshire County Council commits significant resources, including a healthy budget of £30k to supporting and developing its elected Members.</p> <p>Officer resource is part of the Executive and Member Support Manager and Assistants to Political Groups job descriptions. Members reported they also receive support from other officers, as required.</p> <p>Reponses made during interviews (e.g. "Cut at your peril") reassured peer assessors that, even in the current financial climate, the authority would do its utmost to sustain this level of investment.</p>	<p>To achieve its plans for continuous improvement, strengthen the pivotal role played by Assistants to Political Groups to:</p> <ul style="list-style-type: none"> • Provide additional support to the lead officer, • Underpin current Member Development activity levels, and • Build capacity to move Member Development processes forward.
<p>Evidence that elected members are involved in the formulation, implementation, monitoring and evaluation of the member development strategy/overall approach, through a cross party/representative member group or equivalent</p>	<p>Warwickshire County Council has had a cross party Member Development Steering Group since 2006. It recognises the need for Members involvement, and its make up ensures it has credibility and influence.</p> <p>The Member Development Strategy sets out the Roles & Responsibilities for Steering Group as champions and the conduit for feedback between colleagues in political groups.</p> <p>The link to mandatory programme and allowances was also noted.</p>	<p>Not all members were aware of the Steering Group, the chairman, other representatives, and their 'champion' role.</p> <p>Some could not recall any discussions about Member Development at political Group meetings.</p> <p>An expansion of the Steering Group to include non executive and new members' representatives would address the current Cabinet/Officer, top down approach and allow a more inclusive and balanced input to the agenda.</p>

<p>The authority can demonstrate that there is a clear link between the corporate priorities and the subsequent agreed priority development needs of elected members</p>	<p>The introduction of the mandatory, and Cabinet/SDLT capacity building development programmes, are clear examples of how Warwickshire demonstrates this link.</p> <p>Both programmes were designed and agreed by the top team, and address the priority needs identified following recommendations from external assessments and resulting from the May 2009 elections.</p>	
<p>There is a planned and structured approach for the identification of needs at an individual and corporate level</p>	<p>Warwickshire's corporate plans and close working relationships between Cabinet, SDLT, MDSG and Heads of Service ensure that the corporate needs have been identified effectively.</p> <p>The system for identifying Individual needs is through 1-1 discussions and reviews of subsequent personal development plans.</p>	<p>Although 95% of Members have a development plan, some reported it had been almost 18 months since their personal development needs had been reviewed.</p> <p>To ensure that members continue to engage fully with the process throughout their tenure:</p> <ul style="list-style-type: none"> • Incorporate mandatory elements into 1-1 (PDP) discussions and review at least once a year to allow any legislation/policy change refreshers to be identified. • Strengthen/involve political Groups in 1-1 (PDP) discussions to assist with any resource capacity issues.
<p>The authority has an agreed process to evaluate the effectiveness of its member development investment</p>	<p>Interviews established that the authority used both written and verbal feedback to evaluate activities.</p> <p>Members and Officers reported a variety of examples of when evaluation had informed future plans.</p>	<p>Evaluation to date has been limited,</p> <p>The new standard evaluation form addresses learning and its application.</p> <p>The inclusion of a proposed 360 feedback system in improvement plans will provide valuable information on community impact and return on investment.</p>

Stage Two – Implementation and Delivery

Key Stage 2 Primary Level	Implementation and delivery The local authority delivers effective and timely interventions to achieve its member development priorities	
Assessment focus	Strengths	Areas for Improvement
There is an overall plan in place/or equivalent setting out how the authority will address development priorities, detailing how, when and who is responsible, including responsibility for implementing, monitoring and evaluating the plan/or equivalent	<p>The Member Development Strategy Document clearly sets out the various elements required for this standard.</p> <p>The Steering Group has overall responsibility for the programme and receives regular reports on progress.</p>	<p>Some Members could not recall the document or any consultation or involvement in the review and revision of the Strategy.</p> <p>A review and re-issue of the strategy would raise awareness and remind Members and Officers of its content.</p>
The authority effectively identifies and responds to priority needs at an individual and organisational level	<p>It is clear that the mandatory programme meets organisational needs for non executive members, and the Cabinet/SDLT programme is building capacity for Executive Board members.</p> <p>Individual needs are discussed at 1-1 meetings and members identify their top 3 priorities.</p> <p>To avoid duplication 'Dual Hatter' Members are asked to report any relevant development activity undertaken at Borough or District Level. These are recorded in a database.</p>	<p>Please see earlier comment at stage 1.</p> <p>To ensure continued engagement with the process.</p> <ul style="list-style-type: none"> • Incorporate mandatory elements into 1-1 (PDP) discussions and review at least once a year to allow any legislation/policy change refreshers to be identified. • Strengthen/involve political Groups in 1-1 (PDP) discussions to assist with any resource capacity issues.
The authority can demonstrate how it responds to emerging priorities i.e. new legislation	<p>Interviews confirmed that the emerging legislation issues were identified by SDLT or committee. Examples of issues addressed recently included briefings, seminars, pre meeting training sessions and membership of project boards on:</p> <ul style="list-style-type: none"> • Energy Security; • Performance Management; • High Speed 2 Rail; • Gypsy's and Travellers; • How to deal with hard times; and • Section 106 agreements. 	
The authority can demonstrate what actions it takes to ensure equality of opportunity and access to learning and development e.g. methods of meeting learning needs, timing of interventions, etc.	<p>Evidence of the mixed approach and flexibility used included:</p> <ul style="list-style-type: none"> • IT drop in sessions before Council; • Events planned to coincide with other meetings; • 30 minute pre meeting sessions for Regulatory 	<p>As the majority of events are held in Warwick, continue to investigate e learning packages, and pilot events at other locations, different times etc.</p>

	<p>Committee;</p> <ul style="list-style-type: none"> Members Intranet pages; Solace & other e – learning packages. 	
<p>The authority can demonstrate that all new members, and those new to a particular role receive a structured and effective induction</p>	<p>Feedback from members on induction (including by- elections) was very positive and was considered effective, Members reported that:</p> <ul style="list-style-type: none"> pre election documentation was good; the induction events were very comprehensive, covered everything, and the Tour of the Borough was particularly interesting and informative. 	<p>After the very intense induction period Members reported a need for a 1-1 to reflect on their induction, organise refreshers, if needed, assess any gaps and plan ahead.</p> <p>Formalise the Mentor/Buddy system to provide training and clarify the role. Some members knew who the officer mentors/buddy was, but were unclear about the political allocation. Others had not heard about mentors/buddies at all.</p>
<p>The authority establishes clear roles and responsibilities for lead officers & members responsible for the delivery of the member development strategy/or equivalent, & provides effective support in relation to these roles</p>	<p>Job Descriptions, Role descriptors and Roles & Responsibilities outlined in the Strategy means individuals were clear about their roles.</p> <p>Members knew who to contact and Senior Officers were able to describe their role in the process.</p>	

Stage Three – Monitoring and Review

Key Stage 3 Primary Level	Monitoring and Review The local authority monitors and reviews the ongoing effectiveness of its member development activity:	
Assessment focus	Strengths	Areas for Improvement
The authority can evidence its approach to monitoring/reviewing the overall member development plan/or equivalent, and action arising from this	<p>It is clear from the frequency of meetings and the minutes of the Member Development Steering Group that training and development is regularly monitored and reviewed.</p> <p>The Member Development Strategy outlines the responsibilities for the Steering Group Members who confirmed that and currently, they monitor progress on:</p> <ul style="list-style-type: none"> • the budget; • number of members with development plans, and; • take up and feedback from sessions. 	As some members were unable to recall discussion within Groups, it was not evident how reports sent to the Steering Group, and Group Leaders informed activities.

Stage Four - Evaluation

Key Stage 4 Primary Level	Evaluation The local authority has an agreed approach to evaluate the effectiveness of its member development investment	
Assessment focus	Strengths	Areas for Improvement
<p>The authority can provide examples of improvement arising from evaluation and demonstrates how this informs future plans</p>	<p>As reported earlier, interviews established that the authority uses written and verbal feedback to evaluate activities. Members and Officers gave a variety of examples of when evaluation had informed future plans e.g.</p> <ul style="list-style-type: none"> • Feedback on the need for less PowerPoint and more interactive events including theatre groups; • Overview & Scrutiny training improved engagement/challenge and triggered changes to arrangements; • The delivery methods for Equality and Diversity and Chairing Skills had improved satisfaction levels and had increased confidence. <p>Interviewees reported that the impact of development had also been shown by improvements in:</p> <ul style="list-style-type: none"> • Targeting services and more success in locality working; • Decision making, in particular for high profile, complex issues, and; • Responsiveness to constituent issues, through the use of Blackberries. 	<p>Please see earlier comment at stage 1</p> <p>Evaluation to date has concentrated on the experience, rather than learning. improvements or impact. The proposals to develop the evaluation process should address some of these areas.</p>

4. Summary of Recommendations

Detailed below is a summary of the recommendations

- 4.1 The assessment team recommends, wider communication/re-launch/re-marketing of the Member Development 'Brand' to ensure that all people involved are reminded and fully aware of the systems and processes in the Member Development Strategy.
- 4.2 To achieve its plans for continuous improvement, strengthen the pivotal role played by Assistants to Political Groups to:
 - Provide additional support to the lead officer;
 - Underpin current Member Development activity levels, and;
 - Build capacity to move Member Development processes forward.
- 4.3 Expand the Steering Group to include non executive and new members' representatives to address the current Cabinet/Officer, top down approach and allow a more inclusive and balanced input to the agenda.
- 4.4 Implement proposed changes to expand evaluation to collect more qualitative data including learning and its application, community impact, and return on investment.
- 4.5 To ensure that members continue to engage fully with the process throughout their tenure:
 - Incorporate mandatory elements into 1-1 (PDP) discussions and review at least once a year to allow any legislation/policy change refreshers to be identified.
 - Strengthen/involve political Groups in 1-1 (PDP) discussions to assist with any resource capacity issues.
- 4.6 Address access issues by continuing to investigate e-learning packages, and holding events at other locations, different times/days etc.
- 4.7 Introduce a 1-1 reflection meeting about induction, to organise refreshers if needed, assess any gaps, and plan ahead.
- 4.8 Formalise the Mentor/Buddy system to train and clarify the role of political and officer mentors/buddies.
- 4.9 Clarify how reports sent to the Steering Group, and Group Leaders are used and inform activities.

AGENDA MANAGEMENT SHEET

Name of Committee	Council
Date of Committee	14 December 2010
Report Title	Monitoring of Decisions under the Urgency Procedure
Summary	To advise the Council of any executive decisions which have been taken under the urgency procedure.
For further information please contact:	Pete Keeley Democratic Services Tel: 01926 412450 petekeeley@warwickshire.gov.uk
Would the recommended decision be contrary to the Budget and Policy Framework?	No.
Background papers	Leader Decision 2/11/2010 Agenda 2

CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

Other Committees	<input type="checkbox"/>
Local Member(s)	<input checked="" type="checkbox"/> N/A
Other Elected Members	<input type="checkbox"/>
Cabinet Member	<input checked="" type="checkbox"/> Councillor Farnell
Chief Executive	<input type="checkbox"/>
Legal	<input checked="" type="checkbox"/> Sarah Duxbury
Finance	<input type="checkbox"/>
Other Strategic Directors	<input type="checkbox"/>
District Councils	<input type="checkbox"/>
Health Authority	<input type="checkbox"/>
Police	<input type="checkbox"/>
Other Bodies/Individuals	<input type="checkbox"/>

FINAL DECISION YES

SUGGESTED NEXT STEPS:

Details to be specified

- | | | |
|--|--------------------------|-------|
| Further consideration by
this Committee | <input type="checkbox"/> | |
| To Council | <input type="checkbox"/> | |
| To Cabinet | <input type="checkbox"/> | |
| To an O & S Committee | <input type="checkbox"/> | |
| To an Area Committee | <input type="checkbox"/> | |
| Further Consultation | <input type="checkbox"/> | |

Agenda No

Council - 14 December 2010.

Monitoring of Decisions under the Urgency Procedure

Report of the Strategic Director of Customers, Workforce and Governance

Recommendation

That the report be noted.

1.0 Introduction

- 1.1 Standing Orders set out the procedure for urgent decisions. This includes a monitoring process whereby urgent decisions are reported to Council. This report advises the Council of urgent decisions taken since the quadrennial elections.

2.0 Procedure for decisions taken under the Urgency Procedure

- 2.1 Standing Order 18 sets out the procedure for consideration of issues requiring urgent decision and where any delay likely to be caused by call-in would seriously prejudice the Council's or the public's interest.
- 2.2 This procedure requires the consent of the Chair of the relevant Overview and Scrutiny (or in his/her absence the Chair of Council, or in his/her absence the Vice-Chair of Council).
- 2.3 The consent is given on the basis that:
- (i) the decision proposed is reasonable in all the circumstances; and
 - (ii) the decision should be treated as an urgent matter; and
 - (iii) where the proposed decision is contrary to or not wholly in accordance with the Policy Framework or Budget it is not practicable to convene a quorate meeting of the full Council.
- 2.4 The Constitution requires that decisions taken under the urgency procedure are reported to Council. Paragraph 3 below summarises urgent decision taken in accordance with this procedure since the quadrennial elections.

3.0 Decision Taken under the Urgency Procedure - Care and Choice Accommodation Programme – Contract for Service Provision at Chapel Street, Bedworth

- 3.1 Councillor Alan Farnell, at a Leader Decision Making Session on the 2 November 2010, considered a report of the Interim Director of Adult Services which sought approval to select a partner, through a competitive exercise, to complete Learning Disability Units and to design, build and operate extra care units at Chapel Street, Bedworth.
- 3.2 The item had been accepted as an item of urgent business as an opportunity had arisen to purchase the land but the deadline for this had moved to 2 November requiring a revised deadline for the competitive exercise.
- 3.3 Councillor Farnell approved the selection of a partner (as identified in the exempt minutes of that meeting) through a competitive exercise, to complete Support Living Accommodation suitable for Adults with Learning Disabilities, and to design, build and operate Extra Care Housing suitable for Older People at Chapel Street, Bedworth.
- 3.4 He also authorised the Strategic Director Adults Social Care and Health to enter into all relevant contracts for the provision of services on terms and conditions acceptable to the Strategic Director of Resources and the Strategic Director of Customers, Workforce and Governance.
- 3.4 Councillor Alan Farnell also considered the business case (exempt) that was circulated with the report and agreed to the proposal as set out in full in the exempt minutes of the meeting.

DAVID CARTER
Strategic Director of
Customers, Workforce and
Governance
Shire Hall
Warwick

18 November 2010

AGENDA MANAGEMENT SHEET

Name of Committee	Full Council
Date of Committee	14 December 2010
Report Title	National Demonstrator site for Common Assessment Framework – addition to Capital Programme
Summary	The report provides information about Warwickshire's role as part of the Department of Health's national programme of Common Assessment Framework demonstrator sites and sets out high level plans for the next two years of the programme
For further information please contact:	Gill Jowers Tel: 01926 743257 AHCS, Head of Transformation programme office
Would the recommended decision be contrary to the Budget and Policy Framework?	No.
Background papers	Memorandum of Understanding between Department of Health and Warwickshire Adult Health and Community Services – <i>National Common Assessment Framework for Adults demonstrator programme – Phase 1.</i>

CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

Other Committees	<input type="checkbox"/>
Local Member(s)	<input type="checkbox"/>	
Other Elected Members	<input type="checkbox"/>
Cabinet Member	<input checked="" type="checkbox"/>	Councillor I Seccombe,
Chief Executive	<input checked="" type="checkbox"/>	Chief Executive has provided written support for the programme

- | | | |
|--------------------------|-------------------------------------|--|
| Legal | <input type="checkbox"/> | |
| Finance | <input checked="" type="checkbox"/> | Corporate Capital Finance Section (Vicki Barnard) and AHCS Finance Service Manager for Performance and Development have agreed high level accounting arrangements for the capital grant. |
| Other Chief Officers | <input type="checkbox"/> | |
| District Councils | <input type="checkbox"/> | |
| Health Authority | <input checked="" type="checkbox"/> | Chief Executive of NHS Warwickshire has provided written support for the programme |
| Police | <input type="checkbox"/> | |
| Other Bodies/Individuals | <input checked="" type="checkbox"/> | Head of Service for ICT supports the programme |

FINAL DECISION YES/NO

SUGGESTED NEXT STEPS:

Details to be specified

- | | | |
|---|-------------------------------------|---|
| Further consideration by this Committee | <input type="checkbox"/> | |
| To Council | <input type="checkbox"/> | |
| To Cabinet | <input checked="" type="checkbox"/> | Six monthly progress reports for the duration of the CAF demonstrator programme |
| To an O & S Committee | <input type="checkbox"/> | |
| To an Area Committee | <input type="checkbox"/> | |
| Further Consultation | <input type="checkbox"/> | |

Council – 14 December 2010

***National Demonstrator programme
for Common Assessment Framework (CAF), addition to
Capital Programme.***

—

***A joint Warwickshire County Council and NHS Warwickshire
Partnership project - backed by capital investment from
Department of Health***

**Report of the Strategic Director of Adult, Health and
Community Services**

Recommendation

Council approve the addition of £1,732,113 expenditure to the Council's capital programme across 2010/11, 2011/12 and 2012/13, to be fully funded by Common Assessment Framework Grant from the Department of Health.

1. Background

- 1.1 The Common Assessment Framework programme for Adults (CAF) is a nationally funded, three year programme, for which Warwickshire was selected to be a demonstrator site in 2009, (along with eight other local authority and health partnerships). The programme is governed and monitored via a Memorandum of Understanding agreement between the Local Authority and the Department of Health. The programme is fully funded by the Department of Health and as such is wholly resource neutral to WCC.
- 1.2 The local Common Assessment Framework programme already exists within WCC's Capital Programme and this report seeks approval to add the final amounts received from the Department of Health to that programme.

- 1.3** Following the recent change of government, the national Common Assessment demonstrator programme for Adults has been under scrutiny from the Government's Cabinet office as part of its review of national ICT projects.
- 1.4** A high number of national projects have been identified for closure and only a few have been approved to continue. The national CAF programme has survived this initial scrutiny, since it is seen to align well with the new government's agenda. The national CAF programme has resubmitted the programme outline to the Cabinet Office and provided more information to answer some specific questions about the potential for delivery of efficiencies and alignment with the new government's drive for change across health and care organisations. Warwickshire has contributed to this review and the national CAF team are currently waiting for a response from Cabinet Office. This is expected to be favourable, with some requirement to achieve a overall reduction in national funding requirements.
- 1.5** Looking forward, the expectation is that any funding not already given out to councils under the CAF programme is now potentially under threat, as a direct result of the Cabinet office review process with its strong focus on reducing central government expenditure. This places an urgency on our local programme to progress into our years 2 and 3 programme, in order to practically demonstrate the delivery of improved, more efficient ways of working.
- 1.6** Locally, the CAF programme board, (the membership and governance of which is organised in partnership with NHS Warwickshire), has completed it's year 1 review and taken the opportunity during this review to ensure renewed alignment with the national change agenda, as well as take account of emergent changes that have resulted from NHS Warwickshire's future plans following publication of the consultation: *Liberating the NHS (2010)* and the local Cabinet approval of Adult Social Care's transformation programme 2010-2014 in September 2010.

2. Outline of the Local CAF programme

- 2.1** The high level rationale for the programme fits well with the future agenda for health and social care and maintains a focus on *prevention, personalisation, partnership, productivity and people*.
- 2.2** It is based on Adult Social Care and NHS Warwickshire teams, as well as GP practices and patients / customers being jointly engaged in the delivery of health and care support. The aims of the programme cover:
- reducing the wait for assessments, treatment and equipment;
 - enabling early identification of potential health and wellbeing

threatening conditions and use of this intelligence to proactively support people to live independently through early health / support interventions - avoiding costly hospital admissions as a result;

- providing the ICT building blocks to support inter-agency working and self-management solutions across agencies (though support to the programmes included in the work of the Older People's Co-ordinating Group);
- improving communication and access to patient/customer information between staff and customers and so reducing duplication;
- releasing time to care by removing unnecessary practices, harnessing the potential of modern IT solutions and developing lean business processes within a co-working, not necessarily co-located environment;
- delivering improved customer satisfaction with services, through co-production and customer led evaluation.

2.3 The programme now encompasses four key workstreams:

- Deployment of products and learning from year 1 of the programme.
- An IT foundation / quick wins workstream to create electronically held assessment data; to update line of business systems and meet organisational requirements for information, as well as provide the customer with a comprehensive view of My Assessment data and messaging facilities. This will be provided within a technical environment that enables both online and offline working and equips front line staff with technological equipment, training and implementation support to harness this capability across both health and social care. The IT foundation workstream will be delivered via a series of 'Quick Win' mini-projects and fundamentally will provide the capability for practitioners, staff and customers to use an electronic Health and Social Care record.
- An Early Intervention workstream, to develop and evaluate a pilot with GPs in the Stratford district initially, that captures information about older people and develops approaches that enable predictable risks to be actioned. This workstream will also enable opportunistic gathering of this information by a broad range of organisations and agencies who may have contact with older people as well as harness the knowledge of those who know these people best, to inform

decision making. Fundamentally, this workstream will focus on improving the pathway for frail elderly people, reducing costs and encompass preventative action to support recovery and reablement, enabling people to maximise their health and independence. A key aim of this workstream is to understand and begin to tackle those burning issues facing GPs around opening up of referral routes, rapid response, outcomes linked to assessment and access to information. The workstream has gained the sponsorship of Professor Ian Philp, Medical Director with NHS Warwickshire.

- During Year 2, a fourth workstream will be developed to support the work of the newly formed Older People's co-ordinating group that has been set up to govern joint initiatives across Health and Social Care in Warwickshire. Initially, the focus will be on early intervention, however the remit of the group includes other initiatives: reablement / intermediate care; joint prevention; dementia; continuing health care and carers, which will be underpinned by CAF as those projects progress.

2.4 There are a number of related initiatives across the County Council, Adult Social Care and NHS Warwickshire with which the CAF programme is aligned, in its delivery of benefits and efficiencies. These include:

2.4.1 The Adult Social Care Transformation Programme

a) Learning Disabilities

- Choice and Control project, introducing self-directed support, personal budgets and creating alternative community support options.

b) Older People's Services (Prevention)

- Partnership model with NHS Warwickshire for reablement and intermediate care
- Roll out of self-directed support for Older People and People with physical disabilities
- Adult Customer Journey project – the customer pathway for council support

c) Foundation Projects for Adult Social Care Transformation

- Information Management and Technology
- Customer Engagement

2.4.2 Initiatives within NHS Warwickshire's Best Health for everyone:

- Transforming Community Services – *changing the way the system works so it faces the community not the hospital*
- Risk stratification and virtual wards
- Review of Community Hospital provision
- Cutting the cost of Frailty programme
- Community productivity programme
- Targeting support to key communities
- Systems integration
- Engagement and Sustainability initiatives
- Single Point of Access
- Integrated Health and Social Care – intermediate care / reablement initiatives

2.4.3 The benefits and savings to our customers, WCC and health partners include:

- Increased customer satisfaction through greater participation, choice and control in support planning / care pathways and greater access to, and control of their information.
- Potential for better use of resources through increased mobile working and joined up working with partners.
- Better quality care, through delivery of the right services, via the right response from health and social care having access to the right information and the right time for people.
- Better quality data for the organisations through building in performance capture into mapped operational processes, also potential for efficiency savings.
- Deployment of IT providing the foundations for mobile and flexible working, delivery better quality and access to information and processing efficiencies.
- More satisfied workforce through working holistically with customers and being able to access a wide range of services and knowledge

more easily.

- Decreased duplication through joined up working with the customer and health, producing efficiency savings and more holistic and personalised care plans.

2.5 To date, the Department of Health have provided CAF grant funding totalling £4.6M to Warwickshire. This funding has all been paid in advance to Warwickshire in 2008/09 and 2009/10. The local CAF team have developed the programme scope based on not receiving any more funds from central government and this being the final amount. If any further funding is forthcoming, (following Cabinet Office final decisions about the national IT programmes), it will enable more work to be done to support joint working across health and social care. However, at this stage the team are not basing the current projects on any guarantees of receipt of this funding.

Warwickshire currently has a balance of just over £3M in the accounts, (capital and revenue) having spent just over £1.3M in year 1 of the programme.

Table1 shows the funding split across revenue and capital:

	2009/10		2010/11
	Budget	Expenditure	Balance
Capital	2,962,113.00	1,106,437.00	1,855,676.00
Revenue	1,645,500.00	203,325.00	1,442,175.00
Total	4,607,613.00	1,309,762.00	3,297,851.00

Table 1.

2.6 Current plans for use of these resources across the four workstreams are detailed in table 2, below and covers forecast expenditure across 2010/11, 2011/12 and 2012/13:

	Capital Requirements	Revenue Requirements
Deployment of products and learning from year 1 (all aspects to be revenue funded) <ul style="list-style-type: none">- Information Governance cross agency training- Customer co-design	Nil	£150,000

<ul style="list-style-type: none"> - Care Record Guarantee - Information Sharing Agreements - Peer Review and evaluation - Customer satisfaction analysis - Co-location infrastructure guidance 		
<p>IT foundation workstream (system design and technical hardware to be capital funded all other aspects to be revenue)</p> <ul style="list-style-type: none"> - Requirements analysis - Business process management - System development / procurement - Technical hardware and infrastructure - Evaluation - Implementation 	<p>£350,000</p> <p>£300,000</p>	£400,000
<p>Early intervention workstream (system design and technical hardware to be capital funded, all other aspects to be revenue)</p> <ul style="list-style-type: none"> - Requirements analysis - Business process management - System development / procurement - Technical hardware and infrastructure - Evaluation - Implementation 	<p>£350,000</p> <p>£200,000</p>	£250,000
<p>Supporting the scope of the Older People's co-ordinating group. (System design and technical hardware to be capital funded, all other aspects to be revenue)</p>		£500,000

<ul style="list-style-type: none"> - Requirements analysis - Business process management - System development /procurement - Technical hardware and infrastructure - Evaluation - Implementation 	<p>£350,000</p> <p>£200,000</p>	
Project Management		£150,000
Totals (for years 2010/11, 2011/12, 2012/13)	£1,750,000	£1,450,000

Table 2.

Each of the workstreams are currently developing their milestones for delivery spanning 2010/11, 2011/12 and 2012/13. Financial forecast profiles will be aligned with the delivery milestones as this detail becomes available.

3. Recommendations

Council is requested to approve the addition of £1,732,113 expenditure to the Council's capital programme across 2010/11, 2011/12 and 2012/13, to be fully funded by Common Assessment Framework Grant from the Department of Health.

WENDY FABBRO

Strategic Director of Adult,
Health and Community Services

25 November 2010

AGENDA MANAGEMENT SHEET

Name of Committee	Council
Date of Committee	14 December 2010
Report Title	Land for Disposal at South West Warwick
Summary	The planned disposal of the Council's land at South West Warwick is dependent upon the delivery of enabling works such as highways, mains drainage and flood alleviation works in accordance with legally binding agreements. The Council is required to make a commitment to these works and make financial provision in its Capital Programme.
For further information please contact:	Steve Smith Head of Development Tel: 01926 412352 stevesmith@warwickshire.gov.uk
Would the recommended decision be contrary to the Budget and Policy Framework?	No.
Background papers	Cabinet Meeting 16 May 2002 – Warwick – Land adjacent to Aylesford High School Cabinet Meeting 13 January 2005 – Warwick: Land at south west, adjoining Aylesford School Cabinet Meeting 18 November 2010 - Land for Disposal at South West Warwick

CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

Other Committees	<input type="checkbox"/>
Local Member(s)	<input checked="" type="checkbox"/> Councillor Ashford, Councillor Hopkinson, Councillor Warner
Other Elected Members	<input type="checkbox"/>
Cabinet Member	<input checked="" type="checkbox"/> Councillor Heatley, Councillor Hayfield
Chief Executive	<input type="checkbox"/>
Legal	<input checked="" type="checkbox"/> Barry Jukes
Finance	<input checked="" type="checkbox"/> Vicki Barnard

- Other Chief Officers ☐
- District Councils ☐
- Health Authority ☐
- Police ☐
- Other Bodies/Individuals ☐

FINAL DECISION YES

SUGGESTED NEXT STEPS:

Details to be specified

- Further consideration by
this Committee ☐
- To Council ☐
- To Cabinet ☐
- To an O & S Committee ☐
- To an Area Committee ☐
- Further Consultation ☐

Agenda No

Council - 14 December 2010.

Land for Disposal at South West Warwick

Report of the Strategic Director, Resources

Recommendation

That:

Council approve the addition to the capital programme of the costs to be paid by the Council to Taylor Wimpey pursuant to the Flood Agreement of £925,000, to be funded from prudential borrowing in lieu of the future capital receipt.

1.0 Background

1.1 At its meeting on 18 November 2010 Cabinet received a paper with a substantial update on the project to dispose of the Council's land at South West Warwick, near Aylesford School ("the Disposal Site").

1.2 At that meeting, Cabinet agreed the following Resolutions:-

"That:

- (1) Approval be given to the revision of the boundary of the disposal site adjacent to the Aylesford School as shown for indicative purposes by a thick black line on the attached plan A at Appendix C
- (2) Approval be given to the Council entering into a Collaboration Agreement, a Flood Agreement and the Northern Link Road Agreement on terms acceptable to the Strategic Directors of Resources and Customers Workforce and Governance
- (3) Approval be given to dispose of the area of land shown cross hatched on the attached plan at Appendix B to Taylor Wimpey on terms acceptable to the Strategic Directors of Resources and Customers Workforce and Governance
- (4) Cabinet recommend to Council the addition to the capital programme of the costs to be paid by the Council to Taylor Wimpey pursuant to the Flood Agreement of £925,000 to be funded from prudential borrowing in lieu of the future capital receipt."

- 1.3 The purpose of this paper is therefore specifically to seek Council's approval for the allocation of prudential borrowing to meet the costs of the Flood Alleviation scheme works, as referred to in (4) of the Cabinet resolutions listed above.

2.0 Flood Alleviation Scheme and Flood Agreement

- 2.1 The Flood Alleviation Scheme arose as a consequence of a condition being included in the planning consent granted in May 2006 in relation to the Disposal Site. This condition required certain undefined flood mitigation measures to be carried out and completed, prior to any development taking place on the Disposal Site. To satisfy this condition a Flood Alleviation Scheme had to be designed and approved by the Environment Agency and planning consent obtained for the carrying out of the works. The planning consent relating to the Disposal Site has expired.
- 2.2 The Flood Alleviation Scheme works extend along lengths of the Fishers/Gog Brook watercourses on the northern and southern sides of the Stratford Road. A Flood Agreement will be required to regularise the carrying out of certain of the Flood Alleviation Scheme works by Taylor Wimpey and to deal with the recovery by Taylor Wimpey of the Council's contribution towards the total cost of the Flood Alleviation Scheme.
- 2.3 The Council, as highway authority, has also been involved in the development of the scheme as certain of the required works immediately adjacent to the highway is to address the flooding of the Stratford Road. The Council has a statutory right to enter onto land immediately adjacent to the highway to carry out those elements of the Flood Alleviation Scheme works which will reduce the risk of flooding to the highway. A Section 278 Agreement between the Council and Taylor Wimpey in relation to this part of the works is awaiting completion.
- 2.4 The works referred to in paragraphs 2.2 and 2.3 will be forward funded by Taylor Wimpey. The Flood Agreement will oblige the Council to make contributions towards these costs. Such contributions will fall due within a specified period following monies being expended by Taylor Wimpey. However the Council will not make any such payments to Taylor Wimpey until it has obtained a satisfactory planning consent in relation to the Disposal Site, but will be in advance of any sale of the Disposal Site. The planning consent (likely to issue in March/April 2011) will include a similar condition to that included in the expired planning consent, requiring flood mitigation works to be carried out prior to any development taking place on the Disposal Site. The Council's contribution under the Flood Agreement will be approximately £925,000 but this is subject to final tendering of the works and satisfactory negotiations being concluded with adjacent landowners.

3.0 Financing

- 3.1 The current estimate of the gross capital receipt that may be generated by a sale of the Disposal Site is in the order of between £12m and £16m (though this will inevitably vary depending on the timing of any sale and market conditions at that time).
- 3.2 The first call on the future net capital receipt from a sale of the Disposal Site will be to meet the costs of the Collaboration Agreement described in the 18th November 2010 Cabinet report. The current estimate of this amount is £4.2m and it will be due to Taylor Wimpey upon disposal of the site. A further Report will be brought to Members in due course to add both the overall receipt and this expenditure to the Capital Programme.
- 3.3 The next call on the receipt will be to repay prudential borrowing taken out in lieu of the receipt income. The anticipated capital receipt was originally earmarked for various projects including works at schools, libraries and the purchase and construction of the Saltisford offices. However, the delay in achieving the receipt meant that the planned funding for these projects was not available. In order to avoid delaying these projects significantly, Members approved the replacement of the anticipated capital receipt from this transaction with an equal amount of prudential borrowing.
- 3.4 Similarly, the proposed financing for the Flood Alleviation works is also prudential borrowing until the capital receipt from the disposal is available. Whilst there is a risk that the Council may not obtain a receipt in due course, officers consider that such risk is low and that the financial exposure of the Council is limited by the measures described in the 18th November 2010 Cabinet report, namely that the Council will not make payments in respect of the Flood Agreement works until it has obtained a satisfactory planning consent in relation to the Disposal Site, and that the further costs due under the Collaboration Agreement will only be due upon disposal of the site.

4.0 Recommendation

That:

Council approve the addition to the capital programme of the costs to be paid by the Council to Taylor Wimpey pursuant to the Flood Agreement of £925,000, to be funded from prudential borrowing in lieu of the future capital receipt.

DAVID CLARKE
Strategic Director, Resources

Shire Hall
Warwick

26 November 2010

AGENDA MANAGEMENT SHEET

Name of Committee

Council

Date of Committee

14 December 2010

Report Title

Rugby Western Relief Road

Summary

The Communities Overview and Scrutiny Committee held a special meeting to consider the Rugby Western Relief Road on 29 November 2010. The outcomes of that meeting are reported here.

For further information please contact:

Michelle McHugh
Overview and Scrutiny
Manager
Tel: 01926 412144
michellemchugh@warwickshire.gov.uk

Ann Mawdsley
Principal Committee
Administrator
Tel: 01926 418079
annmawdsley@warwickshire

Would the recommended decision be contrary to the Budget and Policy Framework?

No.

Background papers

Report to Communities Overview and Scrutiny Committee on 29 November 2010

CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

Other Committees

☒ Communities Overview and Scrutiny Committee

Local Member(s)

☒

Other Elected Members

☒ Cllr Chris Williams, Cllr Ray Sweet

Cabinet Member

☒ Cllr Alan Cockburn (for information)

Chief Executive

☐

Legal

☒ Ian Marriott

Finance

☒ Chris Jukes

Other Strategic Directors

☒ Paul Galland, Strategic Director for Environment and Economy, Dave Clarke, Strategic Director for Resources

District Councils

☐

Health Authority

☐

Police ☐

Other Bodies/Individuals ☒ Graeme Fitton, Roger Newham (for information)

FINAL DECISION

SUGGESTED NEXT STEPS:

Details to be specified

Further consideration by
this Committee ☐

To Council ☐

To Cabinet ☐

To an O & S Committee ☐

To an Area Committee ☐

Further Consultation ☐

Council - 14 December 2010.

Rugby Western Relief Road

Report of the Chair of the Communities Overview and Scrutiny Committee

Recommendation of the Communities Overview and Scrutiny Committee

That the Council note that the Communities Overview and Scrutiny Committee felt that in the interests of open and transparent scrutiny, all the information relevant to the matter needed to be in the public domain and agreed to adjourn their meeting until all relevant information could be made publicly available.

1. Introduction

The Rugby Western Relief Road (RWRR) is 3.75 miles long and has been built to relieve traffic congestion in and around Rugby.

On-going residential and industrial development in the town, particularly to the west and north of the town centre, has meant further traffic coming into and out of the town and the relief road was built to respond to the ever growing demands on the road network.

The road will also help to mitigate environmental damage from effects such as noise and air pollution as well as creating better conditions for pedestrians and cyclists and will help reduce the number of accidents.

The multi-million pound scheme was constructed by Carillion and funded by the Department for Transport, Warwickshire County Council and developers. The costs of the contract were estimated at £36.6 million at the time the contract was awarded in July 2007 and have increased considerably to an estimated outturn cost of approximately £60m.

The Communities Overview and Scrutiny Committee considered it a priority to scrutinise the RWRR to understand in detail why the final costs have exceeded the budget by many millions of pounds and the need to identify any lessons to be learned by the County Council in the management of such major projects in the future

2. Outcomes of the meeting of the Communities Overview and Scrutiny Committee held on 29 November 2010

The Committee invited Councillor Cockburn as Portfolio Holder and Paul Galland as Strategic Director to outline key issues involved with the project.

2.1 Opening Statement by Cllr Cockburn

The Communities Overview and Scrutiny Committee received a verbal presentation from Councillor Alan Cockburn. Cllr Cockburn, Portfolio Holder for Environment and Economy, said: "As a WCC Cabinet Member since before the RWRR contract was let in 2007, I have closely followed the fortunes of this project and since I became the lead Portfolio Holder, 18 months ago, have become heavily involved in overseeing its completion. It is a complicated, challenging engineering achievement and the reasons for the overspend are many but the county council must share some of the responsibility. Whilst I have never seen any reason to doubt the professionalism and integrity of the officers involved, the circumstances surrounding the RWRR have exposed flaws in our project management systems and in the 'target cost' type of contract awarded in this instance.

During the last year I have received continuous calls from councillors and the press asking how much the RWRR would end up costing. I have consistently said that it was not in the commercial interests of the county council to do so and would clarify this position when it was discussed at a future public scrutiny meeting. I am still of that view. Strategic Director Paul Galland and myself were keen to bring this before public scrutiny as soon as possible and actually invited a meeting to take place as soon as was practicable. This is because where public money is involved, transparency is important and for the county council to learn the lessons from the building of the RWRR'."

2.2 Report by Paul Galland

The Committee then received a verbal introduction of the report from Paul Galland, Strategic Director for Environment and Economy. He noted the following:

1. There was still some information which was confidential due to the fact that commercial discussions with Carillion had not yet been concluded. These discussions were at a key stage and decisions on confidentiality had been made to keep the risk to the County Council at a minimum.
2. The RWRR had been a long time in preparation, including a number of processes such as two public inquiries. These delays had increased the pressure to proceed with the scheme particularly in terms of the risk of losing developer contributions.
3. The RWRR had been opened fully to traffic on 10 September 2010 and the beneficial impact on the town and the reduction of traffic around the town centre of up to 28% was welcomed.
4. The costs of the RWRR had overrun dramatically, but even at the current predicted outturn cost, the cost/benefit ratio was 1:4.5,

- therefore for every £1 spent, there was £4.50 benefit brought to the local community and economy.
5. The estimated cost of the project at the time the contract was awarded was approximately £36.5m and the estimated final outturn was approximately £60m.
 6. In the summer of 2008 the significant increase in construction costs was brought to the attention of both the Council and the Cabinet. A partially successful bid was made to the Department for Transport (DfT) for additional funding. At this time the County Council Internal Audit Team was also brought in to assist, as well as specialised financial support from the Resources Directorate.
 7. Following a confidential report to the Cabinet in October 2009 setting out an estimate of the predicted costs at that time and recording concern at the escalating costs, the Cabinet established a Board of Members and Strategic Directors to oversee a review of the scheme and establish reasons for the increased costs.
 8. At the time of the procurement process, target cost contracts were considered best practice. This process is under scrutiny nationally and is acknowledged as being a complex and difficult style of contract to manage. This type of contract may not be recommended in the future.
 9. The original contract had been awarded to a company called Mowlem, this company was taken over by Carillion in 2006.
 10. Although this was a target cost contract, this relies heavily on partnering to drive efficiency benefits. At some point the nature of the contract appears to have shifted away from a partnering style of contract to a more traditional, adversarial contract, with less focus on making savings and more than 1,400 compensation events.
 11. There were many issues that would be approached differently in hindsight. Lessons that had been learnt would need to be considered in any future situations.
 12. Increases in costs on contracts could not always be foreseen and most of the increases in this case were beyond the control of the Council and Carillion. An example of this was the problems in accessing Network Rail's property, which had resulted in a 13 month delay. There was also no ability to make compensation claims against National Rail or the Utility companies. Paul Galland also drew attention to the range of challenges that had been faced in building the road, which had been highlighted to members in their tour of the road.
 13. Contractauditline (CAL), a specialist audit and contract consultant, had been brought in to assist the County Council with their review of the Contract, focussing on the questions that had been identified by Cabinet in October 2009 and a number of issues and areas for improvement/action which would be used to form part of the lessons to be learnt by the Council.
 14. Fundamental to entering into contracts was the ability to identify and put a financial value on the potential risks, and then to build sufficient contingency into the estimated costs to cover this. Officers had worked hard at identifying and managing risk, but it was acknowledged that there were concerns about the valuing of risk and the size of the contingency. This was a weakness that existed more widely across the public sector.

15. Stradia, an external specialist cost consultant, was appointed in January 2010 to provide dedicated commercial expertise to the council and their work to date had not revealed any evidence that the Council has paid unjustifiable costs. Paul Galland recorded his thanks to Stradia for the work they had undertaken to ensure the increase in costs was kept under control and that the County Council was not exposed to risks or costs they should not be exposed to.
16. One area that had been reviewed was whether the project management had been robust enough from the beginning of the contract. Paul Galland stated that while savings were sought in contracts through avoiding an overload of bureaucracy, it was felt that there had been sufficient project management. However additional resources were put into this area when it became clear that costs were increasing significantly and there were large numbers of unresolved compensation events.
17. Questions had been raised about the level of strategic engagement in the project. Paul Galland said he felt that the project would have benefited from a high level board involving directors and councillors.
18. Some problems had been experienced with the design process and this was currently under internal investigation. It was felt using a combined team of internal and external experts during the design process had blurred lines of accountability. It was felt that future projects should be delivered by external consultants to allow for greater focus on project management.

2.3 Views of Communities OSC

Councillor John Whitehouse thanked Paul Galland and Councillor Alan Cockburn on behalf of the Committee for their candid assessments of the issues. He noted the following points:

- a. The timescale of the meeting had been set in good faith with an expectation that negotiations with Carillion would be complete and an open and honest public discussion could be held.
- b. Members felt constrained by the position they found themselves in, particularly in terms of issues covered in the CAL report, which had to remain confidential for the time being for reasons set out above.
- c. The meeting today had been valuable in terms of getting the opening statements into the public domain and setting out some of the key issues. The Chair apologised to members of the public who had attended the meeting with certain expectations and undertook to reconvene the meeting at the earliest opportunity.

Councillor Richard Chattaway proposed a motion, seconded by Councillor Martin Shaw, and a vote was recorded with seven in favour and none against, that the meeting be adjourned until such time as all relevant documents were available to the public.

3. Next Steps

The Chair noted that the next step was for a report to be produced from this meeting for full Council on 14 December. At that meeting a separate report

setting out the predicted scheme outturn costs and seeking approval to proposals for funding increased costs in 2010-11 would also be considered.

The Chair and Party Spokespersons of the Communities Overview and Scrutiny Committee will meet to discuss the way forward and anticipate reconvening the meeting early in the new year.

COUNCILLOR JOHN WHITEHOUSE
Chair of the Communities Overview and Scrutiny
Committee

AGENDA MANAGEMENT SHEET

Name of Committee

County Council

Date of Committee

14 December 2010

Report Title

Rugby Western Relief Road

Summary

Rugby Western Relief Road opened fully to traffic on 10th September. This report sets out the scheme history and outturn and seeks approval to proposals for funding increased costs in 2010-11.

**For further information
please contact:**

Roger Newham
County Transport Planner
Tel. 01926 412203
xxxxxxxxxxxx@xxxxxxxxxxxxx.xxx.xx

**Would the recommended
decision be contrary to the
Budget and Policy
Framework?**

Yes

Background papers

CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

Other Committees

☐

Local Member(s)

(With brief comments, if appropriate)

☐

Other Elected Members

☐

Cabinet Member

(Reports to The Cabinet, to be cleared with appropriate Cabinet Member)

☒

Councillor A Cockburn

Chief Executive

☐

Legal

☒

I Marriott

Finance

☒

V Barnard (comments incorporated)

Other Strategic Directors

☐

District Councils

☐

Health Authority

☐

Police ☐

Other Bodies/Individuals ☐

FINAL DECISION

YES (If 'No' complete Suggested Next Steps)

SUGGESTED NEXT STEPS:

Details to be specified

Further consideration by
this Committee ☐

To Council ☐

To Cabinet ☐

To an O & S Committee ☐

To an Area Committee ☐

Further Consultation ☐

Agenda No

County Council – 14 December 2010

Rugby Western Relief Road

Report of the Strategic Director for Environment and Economy

Recommendations

That :-

1. The increase in estimated expenditure for this project from £55M to £60.495M, as set out in Table 1 of this report, be added to the Council's capital programme.
2. The proposals set out in Table 1 of this report for funding increased costs in 2010-11, including virement of funding from Nuneaton Ring Road and Stratford Mini Tram, be approved.
3. The capital receipt from Lower House Farm be earmarked for Rugby Western Relief Road and that if the capital receipt is not received until 2011-12 the amount required in 2010-11 be funded through temporary Prudential Borrowing.

1. Introduction

- 1.1 Members are referred to the report to Communities Overview and Scrutiny Committee on 29 November 2010 for details of the history, cost increases and lessons learnt from this project.
- 1.2 The expenditure and funding for the project currently included in the capital programme is £55M. The predicted out turn cost of the scheme has increased to £60.495M.
- 1.3 Proposals for funding the expenditure in excess of £55M are set out below. Council is asked to approve the proposal for funding expenditure in 2010-11. A bid for £2M has been made for 2011-12 and later years and this bid will be part of the budget proposals to be considered by Council in February 2011.

2. Scheme costs and Funding

- 2.1 Historical and estimated future expenditure together with approved and proposed funding is set out in Table 1 below. A more detailed explanation of proposals for funding expenditure above the approved £55M is set out in section 3 below.

Table 1- Income and Expenditure				
	2009-10 and earlier years (£000)	2010-11 (£000)	2011-12 and later years (£000)	Total (£000)
Expenditure	47,112	10,917	2,466	60,495
Approved Funding				
DfT major scheme funding	21,262			21,262
Developer funding	15,444			15,444
LTP integrated Transport	2,076	4,600		6,676
Revenue	184			184
Capital receipts	733	1,267		2,000
Corporate Prudential Borrowing	2776			2776
Self-financed Prudential Borrowing	4637	2041		6678
Total Approved Funding	47,112	7,908		55,020
Proposed Funding				
Revenue		1,200		1,200
Capital Receipt (Lower House Farm)		783	217	1,000
Capital Receipt (Nuneaton Ring Road)		126		126
Virement of capital (Stratford mini tram)		200		200
LTP Block Allocations		700		700
Capital Bid for 2011-12 and later years			2000	2000
Balance			249	249
Total Proposed Funding		3,009	2,466	5,475
Total Funding	47,112	10,917	2,466	60,495

3. Details of Proposed Funding

- 3.1 Prudential Borrowing in 2010-11 - A total of £2.041M approved prudential borrowing is available for 2010-11 and later years. It had been planned to use some of this funding in 2011-12 and 2012-13. However, in order to meet expenditure in 2010-11 it is proposed that all of the remaining approved funding be used in 2010-11. This will result in an additional revenue borrowing cost in 2010-11 of £73,000 which will be met by Environment and Economy Directorate.
- 3.2 Revenue (2010-11) – Subject to endorsement by Nuneaton Area Committee, it is anticipated that a simplified implementation of Civil Parking Enforcement (CPE) in Nuneaton will be adopted which will reduce set up costs. This should enable the release of funding set aside for introducing CPE in Nuneaton. Street lighting energy costs in 2010-11 have been lower than budgeted for.

These two one off windfalls enable a revenue contribution to capital of £1.2M in 2010-11.

- 3.3 Capital Receipt (Lower House Farm) – A capital receipt of approximately £1M is expected from sale of land purchased for a household waste site. It is requested that this receipt be earmarked for Rugby Western Relief Road (RWRR). The capital receipt may not be realised until early in 2011-12 in which case short term prudential borrowing will be required in 2010-11. If it becomes apparent that the capital receipt is not likely to be received in 2011-12, so that repayment of the prudential borrowing is not possible in 2011-12, a report will be submitted to Council during the 2011-12 financial year with an alternative proposal for funding this £1M.
- 3.4 Capital Receipt (Nuneaton Ring Road) – Cabinet and Council agreed in May and July 2005 respectively to earmark this capital receipt for use on the Nuneaton Ring Road major scheme. Residual major scheme funding is sufficient to fund the outstanding commitments on the scheme. It is proposed therefore to vire this funding (£126,000) for use on RWRR.
- 3.5 Stratford Mini Tram – There is a capital allocation of £200,000 within the Economic Development capital programme for development of a mini tram service in Stratford. Investigation of the potential for introduction of a mini tram has shown that the project is not value for money and therefore this funding is no longer required for this project. It is proposed therefore that this capital allocation be vired to RWRR.
- 3.6 LTP Block Allocations – Cabinet resolved on 9 September to put approximately £1M of projects on hold that were to be funded from LTP resources. This has created a reserve and it is proposed that £700,000 of this funding be used for RWRR.
- 3.7 Capital Bid (£2M)– Estimated expenditure in 2011-12 and later years is £2.466M. There is no approved funding to cover this expenditure, although £217k will be covered by the capital receipt described in paragraph 3.3. A bid has been made for £2M from the corporate capital allocation and this will be considered by Council in February 2011. If this bid is successful it is likely that sufficient funding will be available to cover expenditure in 2011-12 and 2012-13. If Members choose not to make this allocation, a report will be submitted to Council at the end of the 2010/11 financial year with an alternative funding proposal to cover the anticipated 2011/12 spend. However, if this is the case it is likely that the funding will have to be taken from the Highway Maintenance and Transport capital budget allocation.
- 3.8 Balance - The bulk of the expenditure in 2011-12 and later years will be for payment of land compensation claims. The total of these claims is difficult to predict so the actual total of expenditure is likely to vary from the current estimate. This balance of expenditure may therefore not be required and if it is, it may take place in 2013-14 or later. A bid has been made for Highway Maintenance and Transport capital budget for the three financial years 2011-12 to 2013-14 from the corporate capital allocation and this will be considered by Council in February 2011. If this bid is successful it is proposed that it is assumed that this balance of expenditure will be funded from those allocations. If Members choose not to make an allocation for Highway

Maintenance and Transport, a report will be submitted to Council at the end of the 2010/11 financial year with an alternative funding proposal to cover this balance of expenditure.

4. Recommendations

4.1 It is recommended that :-

- (i) The increase in estimated expenditure for this project from £55M to £60.495M, as set out in Table 1 of this report, be added to the Council's capital programme.
- (ii) The proposals set out in Table 1 of this report for funding increased costs in 2010-11, including virement of funding from Nuneaton Ring Road and Stratford Mini Tram, be approved.
- (iii) The capital receipt from Lower House Farm be earmarked for Rugby Western Relief Road and that if the capital receipt is not received until 2011-12 the amount required in 2010-11 be funded through temporary Prudential Borrowing.

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