

**To: Leader and Members of the Executive Board
(Councillors D Wright, Bell, Chambers, Gosling, Hayfield, D Humphreys, Jenns, Morson, H Phillips, Reilly, Simpson and Symonds)**

For the information of other Members of the Council

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

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

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

EXECUTIVE BOARD AGENDA

21 November 2022

The Executive Board will meet in The Chamber, The Council House, South Street, Atherstone on Monday, 21 November 2022 at 6.30pm.

The meeting can also be viewed on the Council's YouTube channel at NorthWarks - YouTube.

AGENDA

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

4 **Public Participation**

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

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

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

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

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

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

If attending remotely an invitation will be sent to join the Teams video conferencing for this meeting. Those registered to speak should dial the telephone number and ID number (provided on their invitation) when joining the meeting to ask their question. However, whilst waiting they will be able to hear what is being said at the meeting. They will also be able to view the meeting using the YouTube link provided (if so, they made need to mute the sound on YouTube when they speak on the phone to prevent feedback).

- 5 **Minutes of the Executive Board held on 12 October 2022** – copies herewith, to be approved as a correct record and signed by the Chairman.

ITEMS FOR DISCUSSION AND DECISION (WHITE PAPERS)

- 6 **Calendar of Meetings 2022/23 and 2023/24** – Report of the Chief Executive

Summary

The purpose of this report is to seek approval for changes to dates of three Board meetings in January and February 2022 and to approve a calendar of meetings for 2023/24.

The Contact Officer for this report is Amanda Tonks (719221).

- 7 **Elections May 2023 – Voter ID, polling stations and scale of fees -**
Report of the Chief Executive

Summary

This report sets out the changes that will be implemented at the May 2023 elections as a consequence of the Elections Act 2022 (including Voter ID) and actions that will be undertaken by the Democratic Services Team and others in order to prepare for and organise these polls.

The Contact Officer for this report is Martyn Harris (719222).

- 8 **Corporate Plan Performance Update -** Report of the Chief Executive

Summary

This report asks the Board to note the Corporate Plan Performance Update and identify any areas where further information is required.

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

- 9 **Budgetary Control Report 2022/23 Period Ended 31 October 2022 -**
Report of the Corporate Director – Resources

Summary

The report covers revenue expenditure and income for the period from 1 April 2022 to 31 October 2022. The 2022/23 budget and the actual position for the period, compared with the estimate at that date, are given, together with an estimate of the out-turn position for services reporting to this Board.

The Contact Officer for this report is Nigel Lane (719371).

- 10 **Report of Members' Independent Remuneration Panel –** Report of
the Corporate Director - Resources

Summary

This report shows the key recommendations of the Independent Remuneration Panel following a review of the current Members' Allowances Scheme.

The Contact Officer for this report is Sue Garner (719374).

11 **Debate Not Hate- LGA campaign** – Report of the Chief Executive

Summary

This report asks the Board to note the Local Government Association's (LGA) campaign and to adopt the public statement.

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

12 **West Midlands Land Charter** – Report of the Chief Executive

Summary

West Midlands Combined Authority is seeking the Borough Council's endorsement of the Public Land Charter.

The Contact Officer for this report is Dorothy Barratt (719250).

13 **Draft Local Transport Plan LTP4 Consultation** – Report of the Chief Executive

Summary

Warwickshire County Council is carrying out a consultation on the Draft Local Transport Plan LTP4. The closing date for comments is formally 20 November 2022, however the Borough Council have been given a time extension for responses up to the 30 of November.

The Contact Officer for this report is Mike Dittman (719451).

14 **Climate Change Action Plan Update** – Report of the Corporate Director - Streetscape

Summary

This report updates Members on the responses to the public consultation on the Council's Climate Change Action Plan and recommends that the amended plan, updated in light of the comments received be adopted.

The Contact Officer for this report is Richard Dobbs (719440)

15 **Cost of Living Pressures** – Report of the Chief Executive

Summary

This report informs Members of the key outcomes from the Cost of Living Engagement Forum held on 29 September.

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

16 **Minutes of the Safer Communities Sub-Committee** held on 27 June 2033 and 14 November 2022 (to follow)

17 **Exclusion of the Public and Press**

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

18 **Senior Management Recruitment Process** – Report of the Chief Executive

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

STEVE MAXEY
Chief Executive

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

12 October 2022

Present: Councillor D Wright in the Chair

Councillors Bell, Chambers, Dirveiks, Hayfield, D Humphreys, Jenns, Morson, H Phillips, Reilly, Simpson and Symonds.

An apology for absence was received from Councillor Gosling (substitute Dirveiks).

19 **Declarations of Personal or Prejudicial Interest**

None were declared at the meeting.

20 **Minutes of the Executive Board held on 20 July 2022**

The minutes of the meeting of the Board held on 20 July 2022, copies having been circulated, were approved as a correct record and signed by the Chairman.

21 **A5 Consultation on Dordon to Atherstone by National Highways**

The Chief Executive reported on a consultation which was taking place between 5 September and 16 October 2022 by National Highways on proposed works to the A5 between Dordon and Atherstone.

Resolved:

That delegated authority be given to the Chief Executive to submit the Council's response incorporating comments from this Board and the Local Development Forum Sub-Committee.

22 **Capital Accounts 2021/22**

Following preparation of the capital accounts for 2021/22, the Corporate Director – Resources detailed expenditure for the year, together with the methods of funding used.

Recommended:

That the methods of funding to meet capital expenditure incurred in 2021/22 be approved.

23 Capital Programme – 2021/22 Final Position

The Corporate Director – Resources updated Members on the position of the 2021/22 Capital Programme at the end of March 2022.

Recommended:

- a That the level of expenditure incurred to the end of March 2022 against the 2021/22 Revised Capital Programme be noted; and**
- b That the requests to carry forward schemes identified in column 6 of Appendix A, to the report of the Corporate Director – Resources, be approved and added to the 2022/23 Capital Programme.**

24 Earmarked Reserves 2022/23

The Corporate Director – Resources informed Members of the balances on reserves, other than the General Fund and Housing Revenue Account, at 31 March 2022 which were subject to audit.

It was proposed by Councillor Morson and seconded by Councillor Chambers that a Task and Finish Group be established to look at financial risks.

On being put to the vote the amendment was lost.

It was proposed by Councillor D Wright and seconded by Councillor Symonds and

Resolved:

That the reserves held at 31 March 2022 be noted.

25 Financial Strategy 2022 – 2027

The Corporate Director – Resources summarised the Authority's Financial strategy, projected forward the Authority's General Fund budgets to 2026/27, and suggested a budget approach for the 2023/24 General Fund Budget.

Recommended:

- a That the Financial Strategy shown as Appendix A, to the report of the Corporate Director – Resources, be approved;**
- b That the General Fund budget projections for 2022/23 to 2026/27 be noted; and**

- c That the budget approach, set out in section 8 of the report of the Corporate Director – Resources, be adopted.**

26 Partnership Framework and Significance Scorecard

The Corporate Director – Resources sought approval for a Framework which would formalise and extend the process which the Council had had in place for some time with regards to partnerships. It would provide a process which protected the Council's interests and helped it to engage in a process which was open and transparent.

Resolved:

That the Partnership Framework and Scorecard be approved.

27 Asylum Seeker Accommodation Dispersal Arrangements

The Director of Housing provided information about the Government's arrangements for accommodating Asylum Seekers. The implications of the change to a plan for the full dispersal for accommodation provision were detailed.

Resolved:

That the Board is minded to support the model proposed by the West Midlands Strategic Migration Partnership as set out at Table 2, in the report of the Director of Housing, and delegated powers be given to the Chief Executive in consultation with the Leader of the Council and Leader of the Opposition to respond to any further developments.

28 Local Government and Social Care Ombudsman Annual Review 2021/22

The Chief Executive informed the Board about the results of the Local Government and Social Care Ombudsman Annual Review 2021/22. The number of complaints and enquiries considered by the Ombudsman relating to the Council were highlighted and the outcome of their determinations. Contextual information about the compliments and complaints received via the Council's corporate Compliments and Complaints Procedure were provided.

Resolved:

That the report be noted.

29 Rural England Prosperity Fund

The Chief Executive advised Members of the new Rural England Prosperity Fund and sought delegated powers to submit the required addendum to the UK Shared Prosperity Fund ('UKSPF') Investment Plan.

Resolved:

- a That the report be noted; and**
- b That the Chief Executive be given delegated powers, in consultation with the Leader of the Council and Leader of the Opposition to finalise and submit the addendum to the UK SPF Investment Plan as set out in his report.**

30 Leisure Facilities Local Authority Trading Company: Business Case

Management Team and the Director of Leisure and Community Development presented a business case for Members' consideration which was required before a Local Authority Trading Company (LATCo) could start to trade, pursuant to the Council's powers (under Section 1 of the Localism Act and Section 95 of the Local Government Act 2003).

Recommended:

It was proposed by Councillor Chambers and seconded by Councillor Morson that a Member Working Party be established to look at the business case.

On being put to the vote the amendment was lost.

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

- a That the corporate business case to establish a wholly owned Leisure Facilities Local Authority Trading Company be approved; and**
- b That the establishment and registration of the wholly owned Leisure Facilities Local Authority Trading Company be approved, on the basis of it being a Company Limited by Guarantee.**

(The Chief Executive has subsequently received a notice signed by Councillors Morson, H Phillips, Chambers and Dirveiks) under Standing Order No 30(1)(b) (Minority Report) with regard to the decision of the Board on this matter and it is therefore referred to Council for confirmation.)

31 **Exclusion of the Public and Press**

Resolved:

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

32 **Confidential Extract of the Minutes of the Executive Board held on 20 July 2022**

The confidential extract of the minutes of the Executive Board held on 20 July 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

David Wright
CHAIRMAN

Please note that due to the sad passing of Her Majesty Queen Elizabeth II the meeting of Executive Board due to take place on 19 September 2022, was rearranged to take place on 12 October 2022.

Agenda Item No 6

Executive Board

21 November 2022

Report of the Chief Executive

**Calendar of Meetings 2022/23 and
2023/24**

1 Summary

- 1.1 The purpose of this report is to seek approval for changes to dates of three Board meetings in January and February 2022 and to approve a calendar of meetings for 2023/24.

<p>Recommendation to the Council</p> <p>a That the revised calendar of meetings for 2022/23, as submitted at Appendix A to the Chief Executive’s report be approved; and</p> <p>b That the draft calendar of meetings for 2023/24 as submitted at Appendix B to the Chief Executive’s report be approved.</p>
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2 Report

- 2.1 The Executive Board approved a calendar of meetings for 2022/23 at its meeting held on 22 November 2021. To allow time for budget reports to be prepared for the Community and Environment Board and Resources Board, following the Christmas and New Year holidays, it is proposed to change the date of those meetings as follows:

- Community and Environment Board – 16 January 2023 meeting moved to 23 January 2023
- Resources Board – 23 January 2023 meeting moved to 30 January 2023

- 2.2 It is also proposed to move the Community and Environment Board meeting which was due to be held on 27 February 2023 to 27 March 2023.

- ... 2.3 A revised calendar of meetings for 2022/23 is submitted as Appendix A.

- ... 2.4 A draft calendar of meetings for 2023/24 is also submitted as Appendix B.

2.5 Points to note on the 2023/24 calendar are as follows:-

- a The majority of all main Board meetings will meet on a Monday. Meetings of the Full Council continue to be held on Wednesdays;
- b Planning and Development Board to meet once each month;
- c The Resources Board, the Community and Environment Board and the Executive Board to meet at least once a cycle;
- d A meeting of the Special Sub-Group has been scheduled each month (except in April 2024);
- e A meeting of each Licensing Committee has been set for the end of January and additional meetings will be arranged on an ad hoc basis;
- f A number of meetings of the Safer Communities Sub-Committee and the Local Development Framework Sub-Committee have been set; and
- g A meeting of the Executive Board and Full Council is scheduled on 19 July 2023. It is needed to consider the audited accounts before the end of July and is an annual requirement.
- h Following the Borough Council Elections held on 4 May 2023, the Annual Council meeting will be held on 17 May 2023 to appoint the Mayor and Deputy Mayor and make appointments to Boards / Committees and Outside Bodies etc for the ensuing year.

3 Report Implications

3.1 There are no report implications.

The Contact Officer for this report is Amanda Tonks (719221).

Background Papers

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

Background Paper No	Author	Nature of Background Paper	Date
None			

**NORTH WARWICKSHIRE BOROUGH COUNCIL
DRAFT MEETINGS TIMETABLE – 2022/23**

	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23
1					PLAN			SSG						BHOL
2		BHOL	BHOL							BHOL				
3			BHOL				PLAN						PLAN	
4		COUNCIL		PLAN			SSG			LDF				Elections
5				SSG		PLAN			PLAN					
6			PLAN			RES			SSG		PLAN	PLAN		
7			SSG					RES				SSG	BHOL	
8														
9		PLAN			SSG					PLAN				
10		SSG					CEB			SSG			BHOL	
11	PLAN			LDF										
12	SSG					LDF								
13			EXB			SSG					EXB	RES		
14								SAC			SSG			
15	BHOL													
16		CEB										SAC		
17							LDF							COUNCIL
18	BHOL													
19						EXB							COUNCIL	
20			RES	EXB/COUNCIL							LDF	LDF		
21								EXB				EXB		
22			COUNCIL								COUNCIL			PLAN
23		LDF								CEB				SSG
24										LIC				
25	LDF			CEB										
26									BHOL					
27			SAC						BHOL			CEB		
28						COUNCIL		LDF						
29					BHOL									BHOL
30								COUNCIL		RES				
31							PLAN							

EXB - Executive Board
RES - Resources Board
CEB - Community and Environment Board
PLAN - Planning and Development Board

LIC - Licensing Committee (Alcohol & Gambling Committee & Taxi & General Committee)
SAC - Safer Communities Sub-Committee
SSG - Special Sub-Group
LDF - Local Development Framework Sub-Committee

**NORTH WARWICKSHIRE BOROUGH COUNCIL
DRAFT MEETINGS TIMETABLE – 2023/24**

	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24
1	BHOL								BHOL			BHOL	
2													Elections
3			SAC										
4	Elections		LDF		PLAN						PLAN		
5		CEB			RES					PLAN	SSG		
6							PLAN	COUNCIL					BHOL
7				PLAN			SSG						
8				CEB					PLAN			PLAN	COUNCIL
9						PLAN			SSG			SSG	
10			PLAN			SSG							
11					LDF			PLAN			RES		
12		PLAN			SSG			SSG		EXB	SAC		
13							RES			SSG			PLAN
14							LDF						SSG
15				SSG					LDF				
16						CEB							
17	COUNCIL		SSG										
18					EXB						EXB		
19		RES	EXB/COUNCIL										
20		EXB					SAC						CEB
21										COUNCIL			
22	PLAN								CEB				
23	SSG												
24													
25								BHOL			CEB		
26		SSG						BHOL					
27					COUNCIL		EXB						BHOL
28		COUNCIL		BHOL									
29	BHOL								RES		BHOL		
30									LIC				
31													

EXB - Executive Board
RES - Resources Board
CEB - Community and Environment Board
PLAN - Planning and Development Board

LIC - Licensing Committee (Alcohol & Gambling Committee & Taxi & General Committee)
SAC - Safer Communities Sub-Committee
SSG - Special Sub-Group
LDF - Local Development Framework Sub-Committee

Agenda Item No 7

Executive Board

21 November 2022

**Report of the
Chief Executive**

**Elections May 2023 – Voter ID,
polling stations and scale of fees**

1 Summary

- 1.1 This report sets out the changes that will be implemented at the May 2023 elections as a consequence of the Elections Act 2022 (including Voter ID) and actions that will be undertaken by the Democratic Services Team and others in order to prepare for and organise these polls.

Recommendation to the Board

- a That the Board notes the preparations to date and proposed actions to implement Voter ID and other changes in May 2023;**
- b That the Board notes the reinstatement of Chancery Court as a polling station in Hartshill Ward;**
- c That the Chief Executive (following consultation with group leaders) is given delegated authority to make amendments to the scheme of polling districts/polling places as necessary to ensure the running of the May 2023 polls; and**
- d That the Chief Executive is given delegated authority to, where necessary, increase the fees paid to elections staff to reflect new responsibilities arising out of the Elections Act 2022, as detailed in the report.**

2 Consultation

- 2.1 As this matter concerns Elections, no members have been sent an advanced copy of this report for comment.

3 Voter Identification at Polling Stations

- 3.1 The Elections Act 2022 introduces the requirement for electors to present photographic ID at polling stations before being given a ballot paper. This will be implemented at all polls scheduled to take place on or after 4th May 2023.

- 3.2 The list of acceptable forms of ID is as follows:
- UK Passport
 - Passport issued by an EEA state, or commonwealth country
 - A national identity card issued by an EEA state
 - Photocard driving licence
 - Biometric residence permit
 - An ID issued under the Proof of Age Standards Scheme (PASS) (e.g. Student/NUS Totum card)
 - MoD identity card
 - Concessionary travel pass, including:
 - Older Person's bus pass
 - Disabled Person's bus pass
 - Oyster 60+ plus
 - Freedom Pass
 - A disabled person's blue badge
 - A voter authority certificate (VAC) issued by the Electoral Registration Officer (ERO)
- 3.3 Expired photo ID is deemed to be acceptable, so long as it remains a good likeness of the elector. Photocopies or photographs of ID will not be accepted due to the possibility of them having been doctored for fraudulent purposes.
- 3.4 Anyone acting as a Proxy will need to present their ID, in order to vote, but will not need to bring the ID for the person they are voting on behalf of.
- 3.5 Electoral Commission research suggests that roughly 6% of the electorate does not currently hold one of the accepted forms of ID above. For North Warwickshire, this would represent up to 2,900 electors who are registered to vote, but would not be able to vote with due to not having an acceptable form of ID.
- 3.6 Central government will, from January 2023 implement a national Voter Authority Certificate (VAC) service, where anyone without ID will be able to apply online, provide a photograph, check they are registered to vote and then provide further documentary evidence of their identity. Subject to those requirements, they will be issued with a VAC.
- 3.7 For those without internet access, provision will need to be made by each ERO for electors to apply in person for a VAC, by attending the Council House, providing their documentation, and having their photograph taken by staff.
- 3.8 Officers are currently undertaking an analysis of the potential numbers of electors without ID and the best way to inform these people that they will need to take action to either obtain a valid ID or apply for a VAC.

- 3.9 Further work will be required to ensure provision is made for electors who wear a face veil or niqab that covers their face. Staff will be able to verify the electors' identity in a private space away from the main space in the polling station to preserve each elector's privacy.

4 Changes to Polling Stations

- 4.1 As a result of recent feedback at the Hartshill ward by-election, it is proposed that Chancery Court be reinstated as a polling station. Due to a change in use of the communal room at this venue, the room is now available again. Previously, electors from Polling District LC were temporarily re-directed to Hartshill Community Centre whilst the communal room was unavailable.
- 4.2 Electors from LB would continue to attend Hartshill Community Centre
- 4.3 In addition, due to the unavailability of a suitable room at the venue, the Bird in Hand Public House in Austrey (serving polling district PF) is now not available as a polling station. It is proposed that Austrey Village Hall is used as an alternative. This venue is approximately 100m away from the previous venue and is a suitable alternative.
- 4.4 Due to changes to accessibility requirements and provision of a private space/area for checking of photo ID, it could be that other polling station changes will be required ahead of the May 2023 elections.
- 4.5 Officers from Democratic Services are currently undertaking an audit of all polling stations to ensure they are suitable in line with these new requirements and it may be necessary to change a small number of polling station venues due to this.
- 4.6 Delegated authority is therefore sought to ensure the Chief Executive as Returning Officer is able to make the necessary changes to polling places ahead of the May 2023 polls.

5 Changes to Polling Station staffing and Scale of Fees

- 5.1 Due to the requirements to check Photo ID at these polls, additional duties will be placed on polling staff to make decisions on the validity of ID and turn electors away.
- 5.2 It is anticipated that there will be a need for an increase in polling station staff fees to reflect the additional responsibility of checking voter ID and dealing with any negative feedback from electors who had been turned away from the polls.
- 5.3 It is not currently known what this uplift in fees may need to look like and whether it would be applied to all polling staff or not. Delegated authority is therefore sought for an uplift in staff fees to reflect these new responsibilities. A sum of £2,000 is expected to cover the additional payments needed.

5.4 A further review of elections staff fees would then be carried out post-election and benchmarked against Warwickshire authorities.

6 Report Implications

6.1 Finance and Value for Money Implications

6.1.1 As set out in paragraph 5.3 of this report, payments to election staff will need to reflect the new responsibilities for checking voter ID's. The £2,000 cost increase will be included in the overall revenue budget for the Borough elections which will be considered as part of the General Fund budget for 2023/2024.

6.2 Safer Communities Implications

6.2.1 There are no Safer Communities Implications relating to this report.

6.3 Legal, Data Protection and Human Rights Implications

6.3.1 The Elections Act 2022 places a duty on Returning Officers to implement the new Voter ID provisions. Failure to implement these obligations could lead to risk of challenge or election petition which, if successful, could result in the need for a further election and would therefore impact considerably on the discharge of the Council's functions.

6.3.2 Officers will ensure compliance with these new requirements whilst also encouraging participation in the elections process and ensuring those who are eligible to vote are able to do. Regulations place a duty on a Returning Officer to appoint and pay polling station staff. Ensuring that proper remuneration is offered to those staff will ensure that suitable candidates can be recruited to implement these additional obligations.

6.4 Environment, Climate Change and Health Implications

6.4.1 There are no Environment, Climate Change or Health implications relating to this report.

6.5 Health, Wellbeing and Leisure Implications

6.5.1 There are no Health, Wellbeing and Leisure implications relating to this report.

6.6 Human Resources Implications

6.6.1 There are no Human Resources implications relating to this report.

6.7 Risk Management Implications

6.7.1 The Returning Officer will be responsible for successful implementation of the new requirements of the Elections Act. As part of the preparations for each election, risk is managed through oversight of the Elections risk register. Implementation of Voter ID is a key risk highlighted in this document and will be monitored regularly by officers.

6.8 Equalities Implications

6.8.1 Implementation of voter ID may impact certain groups more significantly than others. A fuller analysis of these groups and actions that can be taken in response will be drawn up and implemented ahead of the May 2023 elections.

The Contact Officer for this report is Martyn Harris (719222)

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

Background Paper No	Author	Nature of Background Paper	Date
n/a			

Agenda Item No 8

Executive Board

21 November 2022

Report of the Chief Executive

Corporate Plan Performance Update

1 Summary

1.1 This report asks the Board to note the Corporate Plan Performance Update and identify any areas where further information is required.

1.2

<p>Recommendation to the Board</p> <p>That the report be noted.</p>

2 Report

2.1 This Board considered the 2022/23 revision to the Corporate Plan at its March meeting and the Plan was then finalised following a meeting of the Members Performance Management Sub-Group. As Members will recall, the new Plan seeks to provide a sharper focus and concentrates on the major outcomes the Council wishes to see, rather than the detailed work programme. The Plan is attached as Appendix 1.

...

3.2 The latest performance update is attached as Appendix 2. Members are asked to note the report and identify any areas where further information is required.

...

4 Report Implications

4.1 There are no specific implications.

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



Corporate Plan 2022-23



MIRA Technology Park

2022/23 Revision

Protecting the rurality of North Warwickshire, supporting its communities and promoting the wellbeing of residents and business.



01

Introduction

The last year has been another very challenging year for everyone and the impact on residents, communities, business and the Council has again been significant. The Council would like to extend our sympathies to you if you have been particularly affected by the COVID 19 outbreak, especially if you have lost someone close to you during this time.

As a Council we have continued to experience ongoing challenges, not least of which were keeping staff as safe as possible, whilst continuing service provision. We have continued to review how we operate services, trying to build in service efficiencies wherever possible. Whilst not all of the additional work required during the early part of the response to Coronavirus was needed last year, we continued to support other service providers. We also continued to administer a range of business grants to businesses in the Borough in line with national and local restrictions and administered the Track and Trace scheme in line with national requirements.

Like many others, our finances continued to be hit by the pandemic.

Refuse and recycling costs have remained high, whilst income streams in areas such as leisure have not recovered due to restrictions on numbers attending activities at times and lower take up generally. Managing our financial position will be very challenging going forward, even with the council tax increase set for the coming year.

However, the Council also had some notable achievements last year, with the completion of the Local Plan, ongoing improvement in the quality of superfast broadband provision in the Borough, hosting the first ever International Women's Cycle Race Time Trials, hundreds of fly tipping incidents cleared on average in less than one day, improved play areas and sporting facilities across the Borough progress with the start of the project to improve the A5 in the Borough, the provision of new housing in Warton, Polesworth, Grendon and Atherstone, and setting up a revised leisure facility in Polesworth.



Whilst we need to find ways of reducing our expenditure significantly over the next few years, we will continue to do all we can to support our communities and improve jobs and opportunities for the residents of North Warwickshire.

Despite these challenges I am pleased to say that we have been able to announce some exciting new investment projects in the budget agreed on 23rd February by the Council. Despite the significant constraints on our budget we will now work towards a new Leisure Centre in Polesworth, a new 4G playing pitch at the Sheepy Road football ground and additional much needed car parking space in Coleshill.

We will also continue to seek Government funding for a replacement Leisure Centre in Atherstone, and have allocated match funding from our budget to support this.

There continues to be considerable uncertainty as the country learns to live with COVID and other external events that is putting pressure on everyone's finances, both individual and Government.

North Warwickshire Borough Council, working with partners, has produced a package of support and advice for anyone struggling with these issues, particularly the increasing cost of energy, and you'll find information setting out this help enclosed with this letter, as well as details of the Government scheme.

There are major challenges ahead, but we are up to the task and I am excited to continue to work on numerous projects designed to improve North Warwickshire.



Vision

Protecting the rurality of North Warwickshire, supporting its communities and promoting the wellbeing of residents and business.



Values

Service provider, enabler, point of contact, champion of North Warwickshire



Priorities and Objectives

This section of the plan outlines how we will achieve our priorities and objectives and how we will measure our progress

Priorities:

Efficient organisation:

- Finances
- Lean
- Responsive



Safe, Liveable, Locally Focussed communities:

- Feeling safe
- Place based enforcement
- Quality of life



Prosperous and healthy:

- Jobs
- Infrastructure
- Connectivity
- Health



Sustainable growth, protected rurality:

- Vibrant growth
- Sense of place
- Recognisably home



In addition, the Council will continue its work to adopt a meaningful climate change strategy, as well as fully exploring the devolution opportunities available as a result of the 'Levelling Up agenda, particularly through the Trailblazer Devolution Deal' for the West Midlands Combined Authority and a potential County Deal for Warwickshire.

02

Efficient organisation

– financial management, lean and responsive organisation

Our Strategic Aims

We need to be the most **focused and prioritised organisation** we can be – clear on our vision and priorities, skilled and motivated staff in the right places.

We need to **know what we are about** but also that we can't cover as many areas as before and will continue to **harness the power of the community**.

Our **advocacy for the area** will aim to ensure other parts of the systems we live in recognise the needs of North Warwickshire.

We recognise that North Warwickshire Borough Council is an organisation a lot of people turn to for help and we are proud of this – it played a vital role in supporting communities through COVID and will continue as we learn to live with the virus in the longer term. A key reason for this is our **responsiveness – we know the area and can be relied on to respond**. This need to be allied with a greater understanding of you, as residents of the Borough. Recent changes in our working practices have shown the benefit of the **Council truly leaving the building** in every sense, being more problem solving in complex cases and seeing the person as well as the process.



How we will achieve this

Make the financial savings we need in ways which least affect our residents

A robust transformation programme to ensure our services and processes are as lean as possible

Identifying the resources needed to deliver the Council's plan to provide high-quality priority services to our communities

Consider new models of working and providing services

Develop our staff in the new skills needed, properly supported by IT

Develop our vulnerability work from COVID 19 to provide additional assurance to residents who may be experiencing difficulties

Ensure as many services are based in North Warwickshire as possible to ensure they reflect and respond to the Borough.

How we will measure this

- Balanced budget and savings identified in the Medium Term Financial Strategy (N)
- A minimum of two major services reviews and reporting on the savings and efficiencies achieved (PI)
- Increased commercial activity in areas that will promote the wellbeing of the Borough to assist with market weaknesses and make a contribution to the Council's budget (N&PI)
- Appropriate charges for Green Waste and Parking to help sustain services (PI)
- Contact those we know to be vulnerable with information, advice and as often as possible with direct contact to ensure the help available is reaching our residents (N&PI)
- Efficiently collect money due to the Council, whilst continuing to offer support (PI)
- Staff survey results (PI)
- Customer satisfaction (PI)

03

Safe, Liveable, Locally Focussed Communities

– feeling safe, place based enforcement, quality of life

Our Strategic Aims

North Warwickshire is a recognisable community with a distinctive sense of place. It is connected to but separate from the wider West Midlands area as well as the East Midlands and therefore benefits from public services based on its real geography rather than administrative convenience.

Key to our sense of place is **quality of life** - being able to enjoy the rurality and communities within North Warwickshire. **Feeling safe** is of paramount importance to this and as part of our **advocacy role** for the Borough we will work with the Police and other partners on the key safety issues of concern to local residents.

We will adopt a **placed based approach to enforcement** using our powers where appropriate to ensure the protections to residents' quality of life are used. As well as our professional powers in areas such as Planning, Housing and Environmental Health we will use a problem-solving approach to cross cutting and multi agency issues to ensure people enjoy their homes and communities.



How will we achieve this

Continue to play a leading role in the North Warwickshire Community Safety Partnership working with the community, including the Police, Town and Parish Councils and people of all ages, background and areas, to improve public perception of crime and public confidence in feeling safe by contributing towards the achievement of the Partnership plan actions and targets for the current strategic priorities. This will be particularly important for those who have spent considerable periods of time shielding against the risk caused by COVID 19.

Advocate on behalf of the Borough to ensure sufficient levels of key services in the area, particularly Police and street lighting.

To review the implementation of Civil Parking Enforcement in North Warwickshire as part of steps to improve and increase, amongst other things, parking in our town centres, and work with partners on improving HGV parking.

Work with partners to resolve Safer Neighbourhood issues, including, where necessary, taking action to address anti-social and nuisance behaviour

Maintain a very high standard of street cleanliness throughout the Borough, tackling litter and flytipping as quickly as possible.

Ensure maximum coordination between enforcement teams to resolve complex social and environmental issues likely to significantly impact on quality of life.

How we will measure this

- Reporting on a range of Safer Communities indicators linked to Violent Crime (with a focus on domestic violence and abuse, sexual offences and drug and alcohol related), Anti-Social Behaviour, Road Safety (with a focus on road traffic accidents resulting in killed or serious injuries), Crime in Rural Areas (PI, N)
- Report on the cleanliness of the Borough (PI)
- Report on the work of our enforcement teams in Planning, Housing and Environmental Health (N)
- Satisfaction surveys with residents and key partners such as Town and Parish Councils. (N)



Key to our sense of place is quality of life, feeling safe and using our powers to protect residents' quality of life

04

Prosperous and healthy

– Jobs, Infrastructure, connectivity, health

Our Strategic Aims

The first two objectives may be regarded as ensuring the foundations for the organisation and Borough are as firm as possible – the Council should add value to the area and residents should feel at home and secure in their communities.

The next two objectives build on the **quality of life theme** to ensure our communities **thrive**, being **prosperous and healthy**.

Key to this theme is a **healthy and inclusive economy** with a good supply of jobs, including in emerging 'mega trend' sectors, prioritised in national and regional Industrial Strategies. Ensuring our residents can **acquire the skills** for new and existing jobs is important in this aim.

As part of the final aim, ensuring investment into North Warwickshire in terms of sufficient housing and employment for our residents is a generally shared aim as long as the **infrastructure that makes places work** comes with it.

The Council has established an ambitious growth and investment programme following years of low input to the area and we will continue to lead on the Borough's input into securing the improvements to roads, schools, community services and environmental assets to **bring quality to growth**.

A key component is ensuring we are **connected with the people, places and factors which influence our life** – in terms of transport and physical connection and also technology as COVID produces a generational shift to digital services.

Finally, but fundamentally, a number of **health outcomes need to significantly improve** within the Borough. Loss of economic opportunity can often be replaced eventually but reduced health prospects are more damaging.



We want our communities to thrive, being prosperous and healthy, and ensure we add quality to prosperity and growth

How will we achieve this

Produce a revised Economic Development Strategy linked to the UK and WM Industrial Strategies, including identifying projects to be supported from Government funding.

Use developer contributions and other funding to maximise opportunities for the employment of local people including addressing skills gaps as well as the improvement of the environment, leisure and other community services that add value to people's lives.

Manage development and work with partners to deliver its associated infrastructure, in line with the Infrastructure Delivery Plan

Progress the North Warwickshire Transport Strategy to improve strategic roads such as the A5 and A446, improve transport links, including cycle links, footpath links, public transport, and all forms of rail provision.

We will work in partnership with other agencies to tackle health inequalities through implementation of the corporate Health and Wellbeing Action Plan and relevant Warwickshire North Place Plan priorities, as part of our advocacy work for the Borough within the health system as well as by ensuring access to leisure and other community service opportunities that promote active, healthy lifestyles.



Ensure our work through a number of services such as Planning, Environmental Health, Leisure and Community Development and Housing contribute to improving the wider determinants of health and to enhancing the physical and mental wellbeing of local residents.

How we will measure this

- A dashboard of economic indicators linked to the Economic Development Strategy including skill levels, employment rates, benefit claimant rates, wage/salary data (PI, N)
- Progress reports on the action plan for the Transport Strategy (N)
- Progress reports on the action plans for the corporate Health and Wellbeing Action Plan and JSNA and relevant Warwickshire North Place Plan priorities (N)
- A dashboard of health indicators on key health indicators, including life expectancy, access to mental health services, road mortality, and active lifestyle indicators (PI)

05

Sustainable growth, protected rurality

– Vibrant growth, sense of place, recognisably home

Our Strategic Aims

Linked to the last theme, one of the most important roles North Warwickshire Borough Council can play is to **shape the type of place** North Warwickshire is and ensure there is **a plentiful supply of houses, of the right type and quality.**

There is a housing crisis in the UK caused by insufficient properties being built over a long period of time. The Council will therefore play its part in providing **sustainable growth, facilitating investment in the Borough.** This will ensure the housing needs of the area are met and provide impetus through new jobs, and good quality facilities and services in North Warwickshire.

The growth however must not come at the expense of future generations and must seek to **retain the rurality of North Warwickshire.** The new necessary growth must integrate well with existing development and seek to retain a recognisable North Warwickshire, in particular protecting as far as possible our Green Belt and other strategic designations of land.

Working with partner organisations and advocating for the Borough for the infrastructure mentioned in the last objective is key to this aim.



How will we achieve this

We will ensure we have an up-to-date Local Plan, which remains the best way to provide the homes, jobs and other sustainable growth needed in the area. Crucially it also provides the best mechanism to ensure as far as we can that development only happens in the right areas, and for the protection of the Green Belt.

We will continue to work with regional partners to ensure our Plan fits into the wider regional context and that we all working together ensure the necessary supply of homes, jobs and infrastructure.

Use our Design Champions to ensure the best achievable designs are implemented and developed so as to reflect setting and local character.

Seek to secure the protection of the best of the Borough's built and rural heritage, as well as our natural assets such as the Tame Valley Wetlands Partnership

To press for the maximum mitigation and benefits for the Borough arising from HS2, particularly during construction in partnership with other affected Councils and community action groups

Continue to implement the adopted North Warwickshire Leisure Facilities, Green Space and Playing Pitch Strategies, and the accompanying Local Football Facilities Plan, in accordance with their associated Action and Funding Plans.

To implement our Homeless Strategy and work on private housing.

How we will measure this

- Report on progress of the Local Plan and subsequent reviews (N)
- Report on key planning and housing data such as the five year housing supply, percentage of affordable homes, amount of land built on brownfield and allocated sites. (PI)
- Report to the Planning and Development Board on pressures on the Green Belt, design and heritage issues including conservation areas (N)
- Report progress on Leisure Facilities, Playing Pitches and Green Space Strategies (N)
- Report progress on homelessness, private housing and other housing issues (N)



Sustainable growth providing sufficient houses and jobs, bringing investment into our places whilst keeping our recognisable rurality



Protecting the rurality of North Warwickshire, supporting its communities and promoting the wellbeing of residents and business.





North Warwickshire
Borough Council



www.northwarks.gov.uk



Performance Report



February 2022

PERFORMANCE REPORT NOVEMBER 2022

TRAFFIC LIGHT

Measure improving markedly

Measure improving

No/virtually no change, no trend or measure not “good” or bad”

Measure worsening

Measure worsening markedly

Corporate Plan key objectives:

Efficient organisation – financial management, lean and responsive organisation

Safe, Liveable, Locally Focussed Communities – feeling safe, place-based enforcement, quality of life

Prosperous and healthy – jobs, infrastructure, connectivity, health

Sustainable growth, protected rurality - vibrant growth, sense of place, recognisably home

EFFICIENT ORGANISATION – FINANCIAL MANAGEMENT, LEAN AND RESPONSIVE ORGANISATION

<p>EO 1 - Make the financial savings we need in ways which least affect our residents</p> <p>Identifying the resources needed to deliver the Council's plan to provide high-quality priority services to our communities</p>	<p><i>Balanced budget and savings identified in the Medium Term Financial Strategy (N)</i></p> <p><i>Increased commercial activity in areas that will promote the wellbeing of the Borough to assist with market weaknesses and make a contribution to the Council's budget (N&PI)</i></p> <p><i>Appropriate charges for Green Waste and Parking to help sustain services (PI)</i></p> <p><i>Efficiently collect money due to the Council, whilst continuing to offer support (PI)</i></p> <p>The Council's Medium Term Financial Strategy is reported to the Executive Board and the latest update can be found here</p> <p>Work on finding savings is ongoing, with the draft estimates for the 23/24 budget reported to Members in February.</p> <p>Charging for Green Waste has been implemented as well as changes to the management of car parking in the Borough as part of the Civil Enforcement of parking.</p> <p>We continue to offer support to those who need it and have renewed and coordinated the help available to residents, particularly given the current cost of living pressures. The outcomes of the Engagement Forum held on 29th September are reported elsewhere on this agenda and the help available to residents can be found here</p> <p>Collection rates for the current year at the end of October are:</p> <ul style="list-style-type: none"> • Business rates - Target 67%, Collection 64.38% • Council Tax – Target 67%, Collection 64.69% • Sundry Debts – Collection rate 82% (Average collection rate 79.5%) <p>The contract has been awarded for a new Finance system; we anticipate that the system will be live by the Autumn 2023.</p>
<p>EO 2 - A robust transformation programme to ensure our services and processes are as lean as possible</p>	<p>The Administration Unit has been subject to a full transformation review led by the Head of Corporate Services and the Transformation Manager which was complete at the end of 2021. A saving of £140,000 was achieved as a result of the review.</p>

Consider new models of working and providing services

A new system has been procured for Environmental Health. The new system will manage cases from end-to-end, i.e., from a receipt of a citizen request to closure and reporting. The system enables officers to go on site with their mobile devices, enabling processes to be electronic, reduce printing, paper, and eliminate re-keying of information freeing up officers to focus on service delivery. We will also be using the new system to manage the fly-tipping process, instead of being reliant on paper-based systems. The project is currently on schedule and planning for go-live during Spring 2023.

The Council has a continuous improvement objective in delivering and developing our accessible digital services with citizens to be able to report, apply and pay for services online. Our reception is now a self-serve area where residents can use our phones to speak to a customer services advisor or use a tablet to report, apply and pay for services. There is also a visitor check-in area.

During 2022 we have re-located all staff from Old Bank House to the Council House, with minimal disruption.

Work continues to develop and support hybrid working by:-

Enabling staff to post correspondence to citizens from any location (home or office), supporting efficiencies and reflecting having a smaller team for incoming and outgoing post as a result of the Admin Review mentioned above. Hybrid mail is heavily used by some teams. We are currently looking at a managed service for our Revenues and Benefits Team which will create a small efficiency within the team without increasing our postage costs.

Microsoft Teams has been optimised to all office-based staff to enable and promote better communications from any device and location, using technology to support efficiency gains.

The Council has purchased an In Cab software solution for our waste and recycling collection vehicles to enable increased service efficiencies in key areas, improved quality and management of performance data, improved access for customers and staff to service information as well as enabling much better allocation of resources and improved communication. Once implemented it should

	<p>have a positive impact on reducing some administration work that is carried out by the Streetscape Admin Support Team.</p> <p>This year we are implementing three new IT systems. This provides a good catapult for change, and we work together to challenge and improve processes and make best use of the technology.</p>
<p>EO 3 - Develop our staff in the new skills needed, properly supported by IT</p>	<p><i>Staff survey results (PI)</i></p> <p>Staff appraisals take place on an annual basis and lead to the production of a training plan</p> <p>The Council undertakes an annual staff survey. The key results for the 21/22 survey as are follows:</p> <p>A total of 117 employees completed the survey. This is a response rate of 36%, which is less than previous years. There were 47 questions in total, which were split over 7 areas.</p> <p>The results of this year’s survey are lower in comparison to the results from the previous year’s survey. However overall, we have still had many positive results in each of the sections. For example, the question “Do you know how you can help the Council to succeed?” may be lower, however, 82% of respondents answered ‘Yes’.</p> <p>Examples of questions within the sections of the survey are as follows:</p> <p>Communication</p> <ul style="list-style-type: none"> • <i>Are you satisfied that relevant information reaches you on a regular and timely basis?</i> – 71% of respondents answered ‘Yes’. • <i>How would you rate communication with: Your immediate boss/supervisor/manager?</i> – 78.6% of respondents said that communication was either good / very good. • <i>How would you rate communication with: Your team?</i> – 77.6% of respondents rated it as either good / very good.

Training and Development

- *Is the Council committed to developing people?* – 81% of respondents answered ‘Yes’.
- *I have the materials and equipment to do my work correctly* – 82.6 % of respondents answered ‘Yes’.
- *I am encouraged and supported to work towards personal objectives* – 71.3% of respondents answered ‘Yes’
- *I have the opportunity to use my abilities at work* – 89.7% of respondents answered ‘Yes’.
- *Do you know what opportunities for training and development exist for you?* – 38.3% of respondents said that they were unaware of what opportunities were available.

Staff Morale

- *The Council is a caring employer* – 87.1% of respondents agreed / strongly agreed.
- *I would recommend the Council as a good place to work* – 87.9% of respondents agreed / strongly agreed.
- *Overall I am satisfied with my job* – 81.9% of respondents agreed / strongly agreed.
- *I am happy with the balance between my work and home life?* – 91.4% of respondents agreed / strongly agreed.
- *Change is managed well by the Council* – 72.4 % of respondents agreed / strongly agreed.

COMMUNITY ENGAGEMENT

- 92.2% agreed / strongly agreed that the Council makes a positive difference to the world we live in.

	<p>MANAGEMENT</p> <ul style="list-style-type: none"> • <i>I get plenty of support from my manager – 84.7% of respondents agreed / strongly agreed.</i> • <i>I feel my manager talks openly and honestly with me – 84.6% of respondents agreed / strongly agreed</i> • <i>I have confidence in the leadership skills of my manager – 76.9% of respondents agreed / strongly agreed.</i> • <i>Managers in my Division do their job well – 77.4% of respondents agreed / strongly agreed.</i> • <i>I have confidence in the leadership skills of the senior management team – 80.4% of respondents agreed / strongly agreed.</i> <p>HEALTH & SAFETY</p> <ul style="list-style-type: none"> • 88% of respondents believe that the Council manages Health & Safety well. <p>E LEARNING</p> <ul style="list-style-type: none"> • <i>The E Learning System is easy to use – 77% of respondents agreed / strongly agreed.</i> • <i>The E Learning modules I've completed have improved my knowledge / understanding of the subject – 75.9 % of respondents agreed / strongly agreed.</i> <p>The Council is co-ordinating the Staff Survey 2022/23, which has been sent to all employees. This survey will use the same survey format as in previous years, in order to undertake a comparison exercise to former results.</p>
<p>EO 4 - Develop our vulnerability work from COVID 19 to provide additional assurance to residents who may be experiencing difficulties</p>	<p><i>Contact those we know to be vulnerable with information, advice and as often as possible with direct contact to ensure the help available is reaching our residents, in particular with regard to inflationary pressures especially the increased cost of energy</i></p> <p>The Council has worked to minimise the likelihood and impact of financial exclusion in North Warwickshire</p>

	<p>through the provision of advice, support and project delivery in a co-ordinated manner that demonstrates value for money and maximises benefits to its communities.</p> <p>Support for those most vulnerable is coordinated through the Northern Warwickshire Financial Inclusion Partnership</p> <p>NWBC Financial Inclusion (FI) Initiatives include:</p> <ul style="list-style-type: none"> • NWBC Promotion Activity – social media campaigns • FI Training – staff/teams/partners/community attended • Financial Education in Secondary Schools / College • Community Events and Job Fairs • Customer Referral Form (inc Foodbank) • LA Support for Vulnerable Customers – non LA tenure / LA tenure (FISO work) • A Data Dashboard in conjunction with Warwickshire County Council • Reviews of Housing Benefit/Council Tax Support caseload performance <p>The Council has allocated around £190,000 of support from the Local Community Fund, almost £90,000 of which was related to work within the community to counteract the impacts of the pandemic, allied to direct work by Community Development in support of local community groups</p> <p>As mentioned above, the Council has reviewed the services available to residents and businesses during the period of increased cost of living pressures. An Engagement Forum took place in 29th September and the outcomes of that event are reported elsewhere on this agenda.</p>
<p>EO 5 - Ensure as many services are based in North Warwickshire as possible to ensure they reflect and respond to the Borough.</p>	<p>The Council continues to advocate for as many services as possible to be delivered in the Borough.</p> <p>Recently a number of services have been co-located with leisure services, such as the phlebotomy service at Atherstone Memorial Hall and Coleshill Leisure Centre</p> <p>Our work on Community Safety continues to push for greater Police resource in the Borough and more continuity of service. Discussions are currently ongoing regarding an offer from the Police and Crime Commissioner regarding a focus on rural crime.</p>

SAFE, LIVEABLE, LOCALLY FOCUSED COMMUNITIES – FEELING SAFE, PLACE BASED ENFORCEMENT, QUALITY OF LIFE

<p>COM 1 - Continue to play a leading role in the North Warwickshire Community Safety Partnership working with the community, including the Police, Town and Parish Councils and people of all ages, background and areas, to improve public perception of crime and public confidence in feeling safe by contributing towards the achievement of the Partnership plan actions and targets for the current strategic priorities. This will be particularly important for those who have spent considerable periods of time shielding against the risk caused by COVID 19.</p> <p>COM 2 - Work with partners to resolve Safer Neighbourhood issues, including, where necessary, taking action to address anti-social and nuisance behaviour</p>	<p><i>Reporting on a range of Safer Communities indicators linked to Violent Crime (with a focus on domestic violence and abuse, sexual offences and drug and alcohol related), Anti-Social Behaviour, Road Safety (with a focus on road traffic accidents resulting in killed or serious injuries), Crime in Rural Areas (PI, N)</i></p> <p>Updates regarding the key Safer Communities issues are reported to the Safer Communities Sub Group</p> <p>The latest agendas can be found here, here and here including the latest performance data is attached to this report</p>
<p>COM 3 - Advocate on behalf of the Borough to ensure sufficient levels of key services in the area, particularly Police and street lighting.</p>	<p>See update on EO 5 above, pages 4-5</p>
<p>COM 4- Maintain a very high standard of street cleanliness throughout the Borough, tackling litter and fly tipping as quickly as possible</p>	<p><i>Report on the cleanliness of the Borough (PI)</i></p> <p>The latest position on fly tipping is reported to the Safer Communities Sub Group and can be found here</p> <p>The clean-up response to fly tipping has remained very quick. As detailed below recruitment to the Environmental Health team has gone well and more resources is now available to investigate case. We will be using the new Environmental Health system to manage the fly-tipping process end-to-end. We have a specific project team working on fly-tipping, who will; increase our communications, install portable high-definition cameras in remote hotspot locations and review our performance</p>

	<p>regularly using a new reporting tool (Power BI), which is an interactive visual up to date report.</p> <p>It is hoped to recommence street cleanliness monitoring which has been effect by the absence of a key supervisory member of staff.</p>
<p>COM 5 - Ensure maximum coordination between enforcement teams to resolve complex social and environmental issues likely to significantly impact on quality of life.</p>	<p><i>Report on the work of our enforcement teams in Planning, Housing and Environmental Health (N)</i></p> <p>The Planning and Environmental Health teams continue to work together on cross cutting issues,. Staffing vacancies are being filled in Environmental Health following a restructure agreed by Special Sub Group. All roles are now filled save for the Manager’s position which is covered on an interim basis pending consideration of a final structure for the team.</p> <p>The Chief Executive will chair joint working project groups on issues as necessary, for example on the Lea Marston Shooting Ground, and various fly tipping and anti social behaviour reports in the Borough. A further Abatement Notice has now been served with regard to the shooting ground and enforcement work on this case continues.</p> <p>A revised Planning Enforcement Policy has been drafted and discussed informally with Members. It will be formally reported to Members later in 2022, once the new Principal Planning Enforcement Officer has had the opportunity to review the draft provided by his predecessor.</p> <p>The new Planning system is currently on schedule and planning for go-live during Spring 2023. The system enables officers to go on site with their mobile devices, enabling processes to be electronic, reduce printing, paper, and eliminate re-keying of information freeing up officers to focus on service delivery. All planning officers now have mobile devices to enable mobile working.</p>

Prosperous and healthy –

Jobs, Infrastructure, connectivity, health

PROSPEROUS AND HEALTHY – JOBS, INFRASTRUCTURE, CONNECTIVITY, HEALTH

<p>PH 1 - Produce a revised Economic Development Strategy linked to the UK and WM Industrial Strategies, including identifying projects to be supported from Government funding.</p>	<p><i>A dashboard of economic indicators linked to the Economic Development Strategy including skill levels, employment rates, benefit claimant rates, wage/salary data (PI, N)</i></p> <p>A draft Economic Development Strategy, to complement the employment land strategy within the adopted Local Plan, was considered by Executive Board. Since then a successful bid has been made to the LGA for external resource to help finalise the draft, and a presentation on this work will be given to Members on 28th November at 4pm. This will then be considered by the Member working group before a further report to the Executive Board, and then public consultation</p> <p>As part of this work draft economic development dashboard is being created with Warwickshire County Council and data from that will be included in future reports</p>
<p>PH 2 - Use developer contributions and other funding to maximise opportunities for the employment of local people including addressing skills gaps as well as the improvement of the environment, leisure and other community services that add value to people's lives.</p>	<p>The Council issues an Infrastructure Funding Report every year the latest of which can be viewed here, and the previous year's statement can be found here</p> <p>The County Council's statements can be viewed here</p> <p>There is an extensive Infrastructure Delivery Plan linked to the adopted Local Plan which will seek developer contributions on a range of issues IDP 2018</p> <p>A number of related DPDs are being produced for consideration by the LDF Sub Committee prior to formal consultation. The Open Space, Sports and Recreation contributions DPD was reported to Members in May, with Affordable Housing and Developer Contributions DPDs being reported in the Spring.</p> <p>Work continues to offer support to those seeking jobs and further training. In particular a skills plan is being developed with local partners to support the employment land allocation in the Local Plan for Horiba MIRA, and we are working also on skill support for a major employer at the Core 42 development in Dordon</p>

PH 3 - Manage development and work with partners to deliver its associated infrastructure, in line with the Infrastructure Delivery Plan

Following the adoption of the Local Plan the focus of the Forward Planning Team now moves towards delivery of the Plan. This is particularly important in relation to the strategic allocations.

The Local Development Scheme will be updated to reflect the work programme. This is currently being developed.

The high-level work programme is as follows and will be developed by the LDF Sub committee (to be renamed the Planning Policy and Delivery Group). A series of meeting for this Group has been arranged for the coming year:

- 1 Delivery of Strategic Allocations – in particular allocated sites H2, H4, E4
 - o Master Plans
 - o Design Codes
 - o Infrastructure delivery
- 2 Delivery of infrastructure
 - o A5 Phases 1 and 2 – HIG funded
 - o A5 Phases 3 and 4 – RIS3 pipeline project
 - o Other key facilities and services such as education, health and community facilities
- 3 Supplementary Planning Documents
 - o Residential Design SPD
 - o Open Space and Sports SPD
 - o Developer Contributions SPD
- 4 Gypsy, Romany and Traveller Development Plan Document
- 5 Neighbourhood Plans
 - o Advice and guidance to those preparing their NP's
- 6 Improve monitoring of Local Plan
 - o Reviewing current process and looking to improve use of IT
- 7 Review and keep evidence up to date
 - o HEDNA – Housing and Economic Development Needs Assessment
- 8 Conservation work
 - o Designation of Conservation Area for Caldecote
 - o Designation of Conservation Area for Frenzley

The report on the updated Housing and Employment needs of the Coventry and Warwickshire Market area will be published shortly and reported to Members.

	<p>A study into the wider Employment needs of the West Midlands area has now been commissioned.</p>
<p>PH 4 - Progress the North Warwickshire Transport Strategy to improve strategic roads such as the A5 and A446, improve transport links, including cycle links, footpath links, public transport, and all forms of rail provision.</p>	<p><i>Progress reports on the action plan for the Transport Strategy (N)</i></p> <p>Warwickshire County Council is developing a revised Transport Strategy and the strategy relating to North Warwickshire will now be contained within that document. The consultation on that strategy is reported elsewhere on this agenda</p> <p>Nearly £80m was allocated for the first phase of improvements to the A5 in the March 2020 budget, one of only three schemes in the country allocated funding. Project meetings have started on that scheme and National Highways have consulted on three options for this work, as reported to Members last month. The wider upgrade from the M42 to the M69 is now thought more likely as a result of the funding for the first phase. That proposal will be submitted for inclusion in the next phase of the Government’s Road Investment Strategy</p>
<p>PH 5 - We will work in partnership with other agencies to tackle health inequalities through implementation of the corporate Health and Wellbeing Action Plan and relevant Warwickshire North Place Plan priorities, as part of our advocacy work for the Borough within the health system as well as by ensuring access to leisure and other community service opportunities that promote active, healthy lifestyles.</p> <p>PH 6 - Ensure our work through a number of services such as Planning, Environmental Health, Leisure and Community Development and Housing contribute to improving the wider determinants of health and to enhancing the physical and mental wellbeing of local residents</p>	<p><i>Progress reports on the action plans for the corporate Health and Wellbeing Action Plan and JSNA and relevant Warwickshire North Place Plan priorities (N)</i></p> <p><i>A dashboard of health indicators on key health indicators, including life expectancy, access to mental health services, road mortality, and active lifestyle indicators(PI)</i></p> <p>The Council’s Health and Wellbeing Action Plan is reported to the Health and Wellbeing Working Party and the Community and Environment Board. The latest update report can be viewed here</p> <p>A health inequalities dashboard is being developed with Warwickshire County Council and data from that will be included in future reports.</p> <p>The Warwickshire North Place partnership has developed a dashboard. The latest Health Index updating the data to 2020 was published on the 9th November and the dashboard will be updated. Some extracts of the current data are embedded into this report.</p>



WiderDeterminant dashboard Nov 2022



Integration dashboard Nov 2022



Healthy behaviours and lifestyles dashb

The Warwickshire North Health and Wellbeing Board has identified four priorities, identified through workshops prior to the COVID 19 outbreak – Access to services; Reducing Health Inequalities; Housing and Health; and Reducing Obesity and Improving Lifestyles. Meeting of this Board will restart in the New Year as recruitment issues within the wider health system have now been resolved. Reduced overall capacity is likely to result in a review of the Delivery Plan with more targeted focus on projects.

Work within the Housing and Health priority is progressing and reported to the Board and Partnership

Officers continue to attend the Local Estates Forum which looks at physical assets available to promote health and wellbeing

SUSTAINABLE GROWTH, PROTECTED RURALITY – VIBRANT GROWTH, SENSE OF PLACE, RECOGNISABLY HOME

SG 1 - We will ensure we have an up-to-date Local Plan, which remains the best way to provide the homes, jobs and other sustainable growth needed in the area. Crucially it also provides the best mechanism to ensure as far as we can that development only happens in the right areas, and for the protection of the Green Belt.

Report on progress of the Local Plan and subsequent reviews (N)

Report on key planning and housing data such as the five year housing supply, percentage of affordable homes, amount of land built on brownfield and allocated sites. (PI)

Report to the Planning and Development Board on pressures on the Green Belt, design and heritage issues including conservation areas (N)

The North Warwickshire Local Plan was adopted on 29th September 2021

Regular updates are reported to the Planning and Development Board on recent appeal decisions

Monitoring information on the development provided during each year will be report to Board on an annual basis

As Members are aware, there is an almost constant need to update the evidence base that sits behind the Local Plan and, as mentioned above, a revised Housing and Employment Needs analysis for Coventry and Warwickshire is on the final stages of production and will be reported to Members in due course.

<p>SG 2 - We will continue to work with regional partners to ensure our Plan fits into the wider regional context and that we all working together ensure the necessary supply of homes, jobs and infrastructure.</p>		<p>The Duty to Cooperate was a key component in the North Warwickshire Local Plan and the housing allocations make a substantial contribution to the wider regional housing need, a requirement given that North Warwickshire is part of both the Coventry and Warwickshire and Greater Birmingham Housing Market Areas.</p>
<p>SG 3 - Use our Design Champions to ensure the best achievable designs are implemented and developed so as to reflect setting and local character.</p> <p>SG 4 - Seek to secure the protection of the best of the Borough's built and rural heritage, as well as our natural assets such as the Tame Valley Wetlands Partnership</p>		<p>Members will be involved in Master Planning for the Strategic Allocations.</p> <p>Design Champions will continue to be involved with developers at both pre-application and application stages of the process</p> <p>Officers to continue to sit on the board of the Tame Valley Wetlands Partnership</p> <p>Opportunities for biodiversity net gain will be explored and developed, particularly as the Environment Act has been enacted. A report on the Government's consultation with regard to how this will be implemented has been reported to the Planning and Development Board.</p>
<p>SG 5 - To press for the maximum mitigation and benefits for the Borough arising from HS2, particularly during construction in partnership with other affected Councils and community action groups</p>		<p>Officers continue to meet with HS2 regularly to discuss the project, including attendance at a fortnightly multidisciplinary Consents Working Group. In the field of engagement, officers attend the Special Management Zone, Warwickshire Wide Engagement Meetings, and the Hams Hall Working Group.</p> <p>HS2 have agreed to fund an officer to deal with consents under the HS2 Act as well as other development issues, and an appointment to this role was made in earlier this year. Recent work has included concerns regarding the Bromford Tunnel extension and the current position has been reported to the Planning and Development Board. This issue is now the subject of an appeal to the Planning Inspectorate and HS2 has also applied for a Transport and Works Act Order. The appeal has now been recovered by the Secretaries of State (Transport and LUHC).</p> <p>Officers continue to be part of the national HS2 Planning Forum.</p>
<p>SG 6 - Continue to implement the adopted North Warwickshire</p>		<p><i>Report progress on Leisure Facilities, Playing Pitches and Green Space Strategies (N)</i></p>

<p>Leisure Facilities, Green Space and Playing Pitch Strategies, and the accompanying Local Football Facilities Plan, in accordance with their associated Action and Funding Plans.</p>	<p>Progress in respect of the implementation of the Leisure Facilities, Green Space and Playing Pitch Strategies, and the accompanying Local Football Facilities Plan, continues to be reported regularly to the Community and Environment Board.</p> <p>As the Board is aware, Members have approved the establishment of a Leisure Facilities Local Authority Trading Company (LATCo), in respect of which the required Business Case, Service Specification and strategic objectives for the company have all been reported to Board. The draft Contract, Articles of Association and Member Agreement are also being prepared for the consideration of Members.</p> <p>Alongside the establishment of the LATCo, work is also progressing with the design team in respect of the potential development of a new leisure facility, library and health centre in Atherstone. This project is the subject of a substantial bid to the Government’s Levelling Up Fund, the outcome of which is anticipated by the end of the year.</p> <p>The adopted Green Space and Playing Pitch Strategies are now subject to a formal review process, which will be completed in the autumn of 2023. In the meantime, progress continues to be made in respect of the development of a number of significant sports pitch and play area-related undertakings in particular.</p> <p>A new Sports, Recreation and Open Space Supplementary Planning Document has been produced, which will be used to secure the provision of appropriate service and facility infrastructure across the Borough in support of new housing development.</p>
<p>SG 7 - To implement our Homeless Strategy and work on private housing.</p>	<p>Report progress on homelessness, private housing and other housing issues (N)</p> <p>An update on the Lettings Scheme and work with refugees and asylum seekers was given to Resources Board in September, as part of the work of the Housing Task and Finish Group</p> <p>As mentioned in the last performance update, progress with the HEART partnership was reported to the</p>

Resources Board earlier this year. The strategic action plan and a revised Business Case that the HEART Board set out for the service is being delivered, with a new HR Protocol and a new case management IT system being delivered. The priority services have been delivered this year (HMO; tenant complaints) and delivery of the housing hospital liaison service. However the need to support the Homes for Ukraine arrangements have taken up resource – a new proactive housing options team started in June to serve Sponsors and Guests from Ukraine with housing options.

The housing assistance policy is being revised and will be submitted to the Resources Board in January along with a general update on work in this area.

Work on the Countywide strategy continue with the Director of Housing chairing the Strategic Group. North Warwickshire Borough Council has the lowest use of temporary accommodation in the County. We are delivering good supported housing for Veterans and single men across two schemes.

Following two successful bids for Green Homes funding, a range of energy efficiency measures have been undertaken to our stock (external wall insulation, windows, air source heat pumps). 90 properties have had external wall insulation. We have provided 28 properties with air source heat pump heating.

Extensive refurbishment work have been carried out to our blocks of flats - Welcome Street (wall insulation & windows) and Alexandra Court (flat to pitched roof, windows, wall insulation, improvement works inside and outside). In addition, the new developments in Atherstone are almost complete.