



**THE TOWN COUNCIL**  
**OF**  
**ROYAL LEAMINGTON SPA**  
TOWN HALL, THE PARADE,  
ROYAL LEAMINGTON SPA  
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**ROBERT NASH ACIS DMS**  
Clerk to the Town Council

Our Ref: RN/

Your Ref:

26<sup>th</sup> September, 2014

Dear Councillor,

A meeting of the **POLICY AND RESOURCES COMMITTEE** will be held in Meeting Room 5A, Town Hall, Parade, Royal Leamington Spa on **THURSDAY 2<sup>nd</sup> OCTOBER, 2014 at 6.00 pm.**

The business will be as set out below.

Yours faithfully,

**CLERK TO THE TOWN COUNCIL**

To Councillors: Mrs S.E. Boad, J. Clarke, W.L. Gifford, D.A. Greenwood, J. Knight, S. Lytton, A. Morrison and A. Wilkinson

(All other Members of the Town Council – Agenda for information only)

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## **AGENDA**

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**  
Members of the Committee are invited to declare any interest they may have in items identified for discussion at the Meeting.
3. **PUBLIC FORUM**  
To receive representations from members of the public in accordance with the Council's Standing Orders.
4. **MINUTES**  
To consider and approve the Minutes of the Meeting held on 4<sup>TH</sup> September, 2014 (Report No. 4)
5. **MATTERS ARISING FROM THE MINUTES**
  - (i) **Town Hall Rating Liability (Minute 30)**

Town Clerk to report the response of Warwick District Council to matters agreed at the last meeting.

(ii) Application for Sex Establishment Licence (Minute 33)

To consider correspondence with the Licensing officer, Warwick District Council (Report No.5).

6. TOWN COUNCIL OBJECTIVES

To consider the attached Report (Report No. 6)

7. NEW ELECTORAL ARRANGEMENTS – WARWICKSHIRE COUNTY COUNCIL

To consider the attached Report (Report No.7)

8. TOWN CENTRE PARTNERSHIP TEAM

To consider the implications arising from the dissolution of the Town Centre Partnership team. (report No. 8)

9. PORTAS TEAM UPDATE

To receive an update on progress

10. TRANSITION TOWN LEAMINGTON

To approve payment in respect of expenses incurred by Transition Town Leamington. Town Clerk to report orally.

11. STREET NAMING PROPOSAL

To consider proposals for the naming of the new residential development at Phase 1 of Chesterton Gardens, St Fremund Way, Leamington Spa

12. WARWICKSHIRE AND WEST MIDLANDS ASSOCIATION

To note the date of the Annual General Meeting of the Association on 4<sup>th</sup> November 2014 and:-

(1) Approve the attendance of a Member(s) to attend the meeting. Councillor Yvonne Moore is the Council's direct appointment to the County Committee for 2014-15.

(2) Consider the submission of a resolution to the meeting on any matter within the remit of the Association and should affect the majority of Council's.

13. ACCOUNTS

To approve a schedule of accounts arising for payment.

**MINUTES OF A MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD ON 4<sup>TH</sup> SEPTEMBER 2014 AT THE TOWN HALL, ROYAL LEAMINGTON SPA**

Present: Councillors Ann Morrison (Chair), Sarah Boad, Judith Clarke, Bill Gifford, David Greenwood, John Knight, Simon Lytton, and Alan Wilkinson

Also in attendance: Councillor Amanda Stevens.

There were no Members of the public in attendance.

**25. DECLARATIONS OF INTEREST**

The following interests were declared in accordance with the Council's Code of Conduct:-

<b>Councillor</b>	<b>Item of business</b>	<b>Nature of Interest</b>	<b>Prejudicial</b>
Bill Gifford	Leamington Children's Centres	Member of Warwickshire County Council	Non –prejudicial
Sarah Boad	Leamington Children's Centres	Member of Warwickshire County Council	Non –prejudicial
Bill Gifford	Town Hall Rating Liability	Member of Warwick District Council	Prejudicial
Alan Wilkinson	Town Hall Rating Liability	Member of Warwick District Council	Prejudicial

**26. MINUTES**

The Minutes of the Meeting of the Policy and Resources Committee held on 10<sup>th</sup> July, 2014, having been circulated, were considered.

Transition Town Leamington (Minute 15)

Councillor Gifford reported that he had received email correspondence from Ms J. Alty, who had attended the meeting on 10th July, suggesting that the resolution in relation to this item was incorrect

**RESOLVED** that the Minutes of the Meeting of the Policy and Resources Committee held on 10<sup>th</sup> July 2014 are confirmed and signed as a correct record.

**27. MATTERS ARISING FROM THE MINUTES**

(i) Christmas Lights Working Party

The Town Clerk reported that it was not possible to implement the Committee's request to display the rotating lights display on the Council's website but that a new webpage had been devised and all the Logos of the participants at the switch –on event were now displayed. This would be periodically updated. It was suggested that the logo of the Rotary Club is added.

**RESOLVED** that the report of the Town Clerk is noted and action approved.

(ii) Invitation to Press

The Committee noted that the Editor of the Courier was due to attend the next meeting of the Council on 18<sup>th</sup> September. The introduction of a regular monthly newsletter remained outstanding and it was suggested this was an appropriate item for referral to the Communications Working Group.

**RESOLVED** that the preparation of a draft news article for insertion into the Courier is considered by the Communications Working Group.

(iii) Community Governance Review

This matter remained in abeyance and would be determined at a meeting of the District Council Regulatory Committee on 18<sup>th</sup> September.

**RESOLVED** that the Report is noted.

**28. LEAMINGTON AND WARWICKSHIRE CHILDREN'S CENTRES**

The Chairman welcomed Olwyn Ditchburn to the meeting in response to an invitation to update the Committee on the work of the Children's Centres and the use of the £7500 support funding provided by the Town Council for the current financial year.

Ms Ditchburn thanked the Council for its generosity without which the current Crèche facilities at the centres would not have been provided. This was a vital support to parents seeking to improve their employability and general confidence. She explained that the financial situation remained extremely challenging as the service was now operating on approximately 50 per cent less funding than four years ago. A re-tendering exercise had resulted in the contract being awarded to Barnardos in most of Warwickshire but significant reorganisation of internal structures and support staff was continuing to take place. As a result of the reorganisation and continued reduction in funding, the Dale Street Centre would no longer be supported and services in the Town focused at the remaining centres at Kingsway, Lillington, Sydenham and Whitnash. These Centres would continue to deliver the principal priorities of the service – early learning, well-being and giving children the best start in life. Those clients affected by the Dale Street closure would receive out-reach support where practicable.

In answer to a question it was confirmed that the Sure Start premises at Clemens Street would continue to operate until at least March 2015.

The Committee thanked Ms Ditchburn for her report and asked to be kept informed of future developments.

Ms Ditchburn thanked the Committee for its support and left the meeting.

**29**     **RECOMMENDATION OF CULTURAL AND COMMUNITY COMMITTEE- 7TH JULY 2014 -COMMUNITY GRANT – AGE UK – WARWICKSHIRE – WHEELS APPEAL**

The above grant allocated in 2013/14 to Age UK had been refunded due to the termination of the project.

**RESOLVED** that £2,000 is added to the Community Grant budget in the financial year 2014-15.

**30.**     **TOWN HALL RATING LIABILITY**

The Town Clerk reported orally correspondence with Warwick District Council regarding the Town Council's liability for the payment of National Non Domestic Rates (NDR) on the Town Hall accommodation. This liability arose as a result in a change in the calculation of rates for tenants which had hitherto been paid as a part of the Council's lease agreement with the District Council. The total annual liability calculated by the Valuation Office was £7912.80.

The Town Clerk advised that this liability appeared to be incorrect as it was calculated on an inaccurate assessment of the floor area occupied by the Town Council. This had been raised with the District Council but no satisfactory response yet received. The Town Council had also made two payments on account that included an assessment of rates, though no allowance for this had been made in the Valuation Office assessment of liability. In addition the terms of the current lease would now need to be reviewed and this raised questions as to the size of the contribution made by the Town Council to the total running costs of the Town Hall in relation to other tenants.

**RESOLVED** that the following response is made to Warwick District Council:-

- (i) that it is requested to conduct a recalculation of this Council's liability for NDR. It is considered that the total floor area calculation as listed by the Valuation Office (153.18 Sq. metres) is incorrect.
- (ii) the Council has made two quarterly payments which include a contribution to rates as stipulated in its current lease. The Town Council therefore seeks appropriate adjustment for these payments either in the form of a refund or a credit against future service charges.
- (iii) the Council is alarmed that the basis on which it is presently contributing to the running costs of the Town Hall may be inequitable compared to other tenants, particularly those which occupy a significantly greater floor area. The Town Council therefore requests that the District Council provide it with an analysis of the contribution made to the service charges by all the tenants currently occupying the building.
- (iv) further consideration is given to the renegotiation of the lease agreement on the Town Hall following receipt of the District Council response to the above requests.

*In accordance with the Council's Code of Conduct, Councillors Bill Gifford and Alan Wilkinson, having previously declared pecuniary interests in the above item of business as members of Warwick District Council, left the meeting and took no part in the discussion and voting thereon.*

**31. TOWN COUNCIL OBJECTIVES**

Consideration was given to a report (Report No. 9) setting out the Town Council's agreed objectives for 2014-15, following amendment after discussion between the respective Political Groups arising from the last meeting of the Committee. A revised draft had been circulated at the meeting and a copy is attached to the signed Minutes. The implementation plan, the draft of which had been considered and approved at the last meeting, would be updated to include target dates for approval of actions by the respective Committees.

Following lengthy discussion, various minor amendments were agreed.

**RESOLVED**

(i) that the Objectives set out in the Report (Report No. 9), as amended, are approved.

(ii) an invitation is extended to the Manager of BID Leamington Ltd to attend a future meeting of this Committee.

**32. WAR MEMORIAL**

Consideration was given to a Report (report No. 10) regarding the addition of a further 5 names to the War Memorial.

It was agreed that all five of the proposed additions met the Council's adopted criteria and that this remained apposite.

**RESOLVED** that the names Harry Wright, Sydney Riley, Arthur Pears, Joseph Eyles and George Jenkinson are added to the War Memorial.

**33. APPLICATION FOR SEX ESTABLISHMENT LICENCE**

The Chair referred to an application to renew the current Sex Establishment Licence at Shades Gentleman's Club, 6a High Street, Leamington Spa. The closing date for responses to the application was 5<sup>th</sup> September. The Town Clerk confirmed that no formal consultation had been received from Warwick District Council on this matter.

In view of the impending deadline and the fact that the Council's adopted Policy objectives referred to objecting to applications for premises that provide adult entertainment, it was agreed that an objection is submitted to Warwick District Council by the Town Clerk.

**RESOLVED** that the Town Clerk submits a formal objection to the application for renewal of the sex establishment licence at Shades Gentleman's Club, 6a High Street.

**34. ACCOUNTS**

Consideration was given to a schedule of accounts arising for payment since the last meeting.

**RESOLVED** that the schedule of accounts and payments in the sum of £177.00 under Section 137 of the Local Government Act 1972 are approved for payment

The meeting commenced at 6.30pm and ended at 8.05 pm

**REPORT TO A MEETING OF THE POLICY AND RESOURCES COMMITTEE TO BE HELD ON 2nd OCTOBER 2014**

**APPLICATION FOR SEX ESTABLISHMENT LICENCE**

1. **PURPOSE OF THE REPORT**

To advise the Committee on correspondence arising from the objection made to the application for a Sex Establishment Licence.

2. **BACKGROUND**

- 2.1 At the meeting held on 4<sup>th</sup> September, an objection was made to renewal of the Sex Establishment Licence at Shades Gentleman's Club, 6a High Street, Leamington Spa. During discussion it was evident that the Town Council had not been notified of the application and as a consequence had been afforded little opportunity to consider a response to the application.
- 2.2 The Licensing Authority, Warwick District Council, has been advised of the Council's concern in this matter and asked for an explanation of the reason why no direct consultation was undertaken and further to explain why the application was not listed among the list of current applications for consideration on the District Council website. Concerns were also expressed regarding the format in which the application is displayed and the methodology currently employed by the District Council for receiving written representations to applications for licensed premises.
- 2.3 The reply of the Regulatory Manager, Warwick District Council, is appended to the report for the Committee's information and further consideration.

Reply via email dated 10<sup>th</sup> September 2014

Thank you for your email dated the 5th September 2014 regarding the Sexual Entertainment Venue Renewal Application for the above premises. Your correspondence was forwarded to me in order that I may address your concerns.

From your email I have identified that you have three issues which you require addressing.

- Consultation with the Town Council
- Navigation of the Licensing Pages on the WDC website
- Methodology for objections

1. Consultation with the Town Council

Whilst I can understand that the Town Council would wish to receive formal consultation on applications for all licenses within their boundary, unfortunately as a licensing authority we are restricted as to the consultation that we are allowed to undertake. For Sexual Entertainment Venue Licenses we are required to advertise the receipt of the application on our website. The notification of the application was published on the WDC website within 30 minutes of officers receiving the application.

The legislation, guidance and WDC policy places additional requirements upon the business. They must advertise the application in the local paper and on their premises. I can confirm that both of these activities have occurred.

2. Navigation of the Licensing Pages on the WDC website

The application in question was advertised on the WDC website under the Sexual Entertainment Pages. It was felt that this was the most appropriate location as it was then located with the relevant policy and the available form for objections.

Terminology should not be a barrier. However, in this instance it may have been the case. In licensing, 'premises' refers to a group of premises which are licenced under the Licensing Act 2003 therefore a search using the 'current premises' function would not highlight a Sexual Entertainment application. As you have identified, some of the links on the main licensing pages are not as user friendly as I would like and I welcome your feedback. I will ensure that the Licensing Webpages are reviewed to address this.

3. Methodology for objections

Whilst, there is an objection form available on the Sexual Entertainment webpage for people to download, this is not the only method by which the public can provide representations. We would not reject comments that had not been provided on the published form. We are happy to receive representations in any written format, including directly through the email address published on the webpage. I welcome your recommendations in how we can improve the website and user experience.

I hope this addresses the concerns you have identified and if you require any further information please do not hesitate to contact me.

Yours sincerely

Marianne Rolfe, Regulatory Manager Warwick District Council, Milverton Hill, Royal Leamington Spa, CV32 5HZ



## **ROYAL LEAMINGTON SPA TOWN COUNCIL OBJECTIVES FOR 2014/15**

Royal Leamington Spa Town Council recognises the unique features of the Town and strives to maintain and improve it as an attractive place in which to live, work and visit. It is our aim to work hard for our thriving, lively and lovely Town.

Specifically we want:

- **to develop collaborative working arrangements with Warwickshire County Council (WCC) and Warwick District Council (WDC), especially in relation to Town Centre development and planning in particularly deprived neighbourhoods.**

We will do this:

- by working with the Town Centre Development Manager to ensure the views of this Council are heard;
  - by considering plans for specific wards;
  - through working with BID Leamington, the Royal Leamington Spa Chamber of Trade, Old Town Team and other organisations such as the Leamington Society,
  - by maintaining the special character of Leamington Town Centre as a place for residence, employment, tourism and recreation;
  - by striving for a "level playing field" between Leamington Town Centre and nearby retail parks to help ensure the protection of the retail offer of the Town Centre; and
  - by taking pride in Leamington's parks and open spaces through working with WDC and voluntary organisations
- **to respond to WDC's Local Plan consultations with detailed proposals for how we want to see Leamington develop.**

We will do this:

- by highlighting the need for good quality new housing in the privately owned and affordable sectors;
- by encouraging WDC to use brownfield sites for development thereby reducing the pressure on greenfield and greenbelt sites within Warwick District;
- by emphasising the necessity for new housing to reflect the needs of all;
- by emphasising the need for employment opportunities for all our community;
- by working with WDC to develop a policy on all types of HIMO;
- by having due regard for the conservation area including working with WDC and Conservation Societies to encourage economically viable re-use of significant redundant buildings;
- by acknowledging the history of the Town;
- by promotion of transport for all, including cars, buses, trains, cyclists and pedestrians,
- by promoting social cohesion; and
- by actively promoting community safety through a rigorous monitoring of the night-time economy, discouraging sexual entertainment venues in the Town, and working with other parties to reduce anti-social behaviour.

- **to support and develop all aspects of civic life.**

We will do this:

- through the offices of the Mayor and Deputy Mayor;
- by engaging with the event management officers of WDC in planning events in Leamington, including officially acknowledging significant historical anniversaries;
- by supporting and promoting community initiative and voluntary action through our Culture and Community Committee;
- through our support to music and the arts;
- through our support to the Blue Plaque Scheme; and
- by promoting cultural links and understanding through our Twin Town agreements and friendship links.

- **to promote equality for all, and particularly in the more socially deprived wards in the Town.**

We will do this:

- by working with WDC to ensure a sufficient supply across the Town of differently sized, good quality affordable housing;
- by working with WDC and WCC to ensure sufficient awareness of existing services such as one-stop shops, employment and training clubs and courses;
- by continued support of Warwick District CAB and other third sector organisations;
- by treasuring the cultural diversity of the Town;
- by supporting Warwick District Shopmobility, and advising on its long term financial viability; and
- by encouraging the growth of business in Leamington.

- **to maintain positive ecological action.**

We will do this:

- by encouraging and supporting pedestrians, users of public transport and cyclists;
- by seeking practical and economical alternatives to short car journeys,
- by aspiring for smooth traffic flow within the Town;
- through our support of the Transition Town movement and Fair Trade;
- by keeping our Town green and clean;
- through our street tree planting programme;
- through our support for gardening and open space projects in Leamington Spa; and
- through our active support of Allotment Societies and those wishing to establish new allotment sites.

- **to raise awareness of the role of the Town Council.**

We will do this:

- by regularly updating our newsletter, website and social media presence, using them to publicise mayoral activities, and to promote projects, events and services we support or fund;
  - by engaging with residents and other interested parties through direct contact and social media to ascertain their views;
  - by maintaining a link with local press;
  - by ensuring that our role as a funding partner is acknowledged by principal authorities in their publicity; and
  - by working with WDC's Tourist Information service and Leamington BID to promote the Town to visitors.
- **to ensure that all expenditure of this Council is consistent with these objectives.**

We will do this:

- through rigorously examining all applications for grants and funding; and
- by scrutinising all expenditure and income.

Approved by the Policy and Resources Committee – 4<sup>th</sup> September 2014



Objective	Delivered through	Actions	Delivered/Monitored by (Committee)	Resources (2014/15)	Target Date
To develop collaborative working arrangements with Warwickshire County Council and Warwick District Council, especially in relation to Town Centre development, and planning in particularly deprived neighbourhoods	- by working with the Town Centre Development Manager to ensure the views of this Council are heard;	promote and maintain regular dialogue at both member and Officer level	Town Clerk. Policy and Resources		
	by considering plans for specific wards;	Agree timetable with WDC for Town Centre Action Plan and schedule of actions including scoping exercise	Policy and Resources	Action Plan Fund - £6,000 set aside 2014/15	
	- through working with BID Learnington, the Royal Learnington Spa Chamber of Trade, Old Town Team and other organisations such as the Learnington Society,	extend invitations to partners to attend future meetings of Policy and Resources Committee and/or Council	Town Clerk. Policy and Resources		
	- by maintaining the special character of Learnington Town Centre as a place for residence, employment, tourism and recreation;	recognise in all responses made by this Council on planning applications, licensing applications and consultative exercises	Planning Committee/Council		
	- by striving for a "level playing field" between Learnington Town Centre and nearby retail parks to help ensure the protection of the retail offer of the Town Centre; and	recognise as part of Town Centre Action plan process. Develop dialogue with local business community	Town Clerk. Policy and Resources	Action Plan Fund - £6,000 set aside 2014/15	
	- by taking pride in Learnington's parks and open spaces through working with WDC and voluntary organisations	support through Learnington in Bloom initiative and Community grant fund	Cultural and Community and LIB Committees	Funding for LIB (£7100) Comm Grant Fund £41400	



Objective	Delivered through	Actions	Delivered/Monitored by (Committee)	Resources (2014/15)	Target Date
to respond to WDC's Local Plan consultations with detailed proposals for how we want to see Leamington develop.	- by promoting social cohesion; and	Establish remit and scope of Community Infrastructure Levy for investment arising from new development within Town	Council	potential Funding from CIL to be established	
	- by actively promoting community safety through a rigorous monitoring of the night-time economy, discouraging sexual entertainment venues in the Town, and working with other parties to reduce anti-social behaviour.	apply to all Council actions and procedures. Monitor licensing applications and respond as appropriate. Continue support for Town Center safer Neighbourhoods Forum	All Committees and TCSF		
to support and develop all aspects of civic life.	- through the offices of the Mayor and Deputy Mayor;	Provision of administrative support to support Mayoral attendance at Civic events throughout the year	Town Clerk	Employee budget	
	by engaging with the event management officers of WDC in planning events in Leamington, including officially acknowledging significant historical anniversaries;	identify calendar of events that either fall within this Council's remit or are collaborative projects involving other partners	Town Clerk/Cultural and Community		
	by supporting and promoting community initiative and voluntary action through our Cultural and Community Committee;	Manage, deliver and review Community Grant fund annually	Town Clerk/Cultural and Community	Comm Grant Fund £41400	

Objective	Delivered through	Actions	Delivered/Monitored by (Committee)	Resources (2014/15)	Target Date
to support and develop all aspects of civic life.	- through our support to music and the arts;	Continue project liaison with partners including warwick Arts Society	Policy and Resources		
	- through our support to the Blue Plaque Scheme; and	maintain and develop Blue Plaque Group	Cultural and Community		
	- by promoting cultural links and understanding through our Twin Town agreements and friendship links.	Continue to provide civic support for all Twinning and friendship links via LITS	Cultural and Community		
to promote equality for all, and particularly in the more socially deprived wards in the Town.	- by working with WDC to ensure a sufficient supply across the Town of differently sized, good quality affordable housing;	develop dialogue with key housing providers including Social Housing landlords and Associations	Policy and Resources		
	- by working with WDC and WCC to ensure sufficient awareness of existing services such as one-stop shops, employment and training clubs and courses;	review role of Council in the development of opportunities to access training and re-skilling in local economy	Policy and Resources/Council		
	- by continued support of Warwick District CAB and other third sector organisations;	maintain grant funding and review	Policy and Resources/Council	total third sector funding £47,000 (2014/15)	
	- by treasuring the cultural diversity of the Town;	acknowledge in all policies and procedures	all committees		
	- by supporting Warwick District Shopmobility, and advising on its long term financial viability; and	Review current financial support and consider suitability of project	Policy and Resources		
	- by encouraging the growth of business in Leamington.	Embody in Town centre Action Plan	Policy and Resources/Council		



Objective	Delivered through	Actions	Delivered/Monitored by (Committee)	Resources (2014/15)	Target Date
<b>to maintain positive ecological action.</b>	- by encouraging and supporting pedestrians, users of public transport and cyclists;	. Monitor all planning applications for sustainable transport solutions	Planning Committee		
	- by seeking practical and economical alternatives to short car journeys,	Monitor all planning applications for sustainable transport solutions and respond accordingly	Planning Committee		
	- by aspiring for smooth traffic flow within the Town;	Monitor all planning applications for sustainable transport solutions and respond accordingly	Planning Committee		
	- through our support of the Transition Town movement and Fair Trade;	Continue to review support for Transition Town Learnington as viable body			
	- by keeping our Town green and clean;	recognise within all Council policies and consultation responses	Policy and Resources Council		
	- through our street tree planting programme;	Monitor with WCC success of tree planting scheme	Cultural and Community		
	- through our support for gardening and open space projects in Learnington Spa; and	absorb with Learnington in Bloom and support for assistance from amenity groups	Cultural and Community		
	- through our active support of Allotment Societies and those wishing to establish new allotment sites.	recognise in applications for grant from Allotment Societies	Allotment Sub-Committee	2014/15-£5600	

Objective	Delivered through	Actions	Delivered/Monitored by (Committee)	Resources (2014/15)	Target Date
<b>to raise awareness of the role of the Town Council.</b>	<ul style="list-style-type: none"> <li>- by regularly updating our newsletter, website and social media presence, using them to publicise mayoral activities, and to promote projects, events and services we support or fund;</li> <li>- by engaging with residents and other interested parties through direct contact and social media to ascertain their views;</li> <li>- by maintaining a link with local press;</li> <li>- by ensuring that our role as a funding partner is acknowledged by principal authorities in their publicity; and</li> <li>- by working with WDC's Tourist Information service and Leamington BID to promote the Town to visitors.</li> </ul>	<p>develop regular review of publications and media communication for effectiveness</p> <p>develop regular review of publications and media communication for effectiveness</p> <p>develop and implement regular monthly column in Courier</p> <p>maintain dialogue with our principal authorities, both at Officer and Member level</p> <p>ensure visitor impact is acknowledged in Town centre Action Plan</p> <p>amend and monitor Standing Orders and Financial regulations</p> <p>amend and monitor Standing Orders and Financial regulations</p>	<p>Communications Working Group/Policy and Resources</p> <p>Communications Working Group/Policy and Resources</p> <p>Communications Working Group/Policy and Resources</p> <p>Communications Working Group/Policy and Resources</p> <p>Town Clerk/Members</p> <p>Policy and Resources/Council</p> <p>Council</p> <p>Policy and Resources/Council</p>		
<b>to ensure that all expenditure of this Council is consistent with these objectives.</b>	<ul style="list-style-type: none"> <li>- through rigorously examining all applications for grants and funding; and</li> <li>- by scrutinising all expenditure and income.</li> </ul>				

**REPORT TO A MEETING OF THE POLICY AND RESOURCES COMMITTEE TO BE HELD ON 2<sup>ND</sup> October 2014**

**NEW ELECTORAL ARRANGEMENTS – WARWICKSHIRE COUNTY COUNCIL**

1. **PURPOSE OF THE REPORT**

To consider the draft recommendations of the Local Government Boundary Commission concerning electoral arrangements in Warwickshire.

2. **INTRODUCTION**

- 2.1 In April 2014, the Local Government Boundary Commission invited submissions from Warwickshire County Council on the electoral arrangements for the County of Warwickshire. Reviews of electoral arrangements determine the number of councillors, the names, number and boundaries of Electoral Divisions or Wards. The aim of all reviews is to ensure levels of electoral equality across each local authority area.
- 2.2 Warwickshire County Council has submitted a proposal to the Boundary Commission based on 57 members – currently the County Council comprises 62 Members. This is reflective of the Council's streamlined governance structure implemented over the last four years. The Local Government Boundary Commission has accepted this submission and based its proposals for new divisions on a Council size of 57 members.
- 2.3 Various other submissions were made to the Commission and these have been taken into account in the draft recommendations now published. This Council considered this matter at the meeting on 8<sup>th</sup> May 2104 when it was agreed as follows:-

**RESOLVED**

- (i) that the report is noted; and
- (ii) that the Local Government Boundary Committee is advised that this Council favours coterminous Parish and District Ward boundaries within Leamington Spa.

3. **PRINCIPLES OF THE REVIEW**

- 3.1 The principal objectives of the review are to deliver:-
- Electoral equality – each Councillor represents a similar number of voters
  - Community identity- reflects the identity and interest of local communities
  - Effective and convenient local government- helping Council's to discharge their responsibilities effectively.
- 3.2 Electoral equality should ensure that each Councillor represents approximately the same number of electors as elsewhere in the Council area.

### 3.3 Community identity reflects established interests and patterns of life including:

- Transport links -are there good links across the division?
- Are there Community Groups and resident associations?
- Facilities – does the pattern of divisions reflect where people shop, obtain medical services, leisure etc?
- Interests – what issues bind the community together or separate it from other parts of the area?
- Identifiable boundaries – are there natural or constructed features which make for strong boundaries?

### 3.4 Effective local government refers to effective local representation and the degree to which the divisions may be too large or small to be represented effectively.

## 4. **COMMISSION'S RECOMMENDATIONS**

4.1 This report focuses on the impact of the recommendations in terms of Warwick District and Leamington Spa. The full report and recommendations regarding Warwickshire as a whole can be viewed on the Commission website <https://consultation.lgbce.org.uk/node/3224>

4.2 Under the proposals, Warwick District would be allocated 14 County Councillors, one fewer than under the current arrangements. In terms of Leamington Spa the proposed new Divisions would be as follows:-

Division	No. of Councillors	2014 Electorate	No. of electors per Councillor	Variance from average %	2020 Electorate	No. of electors per Councillor	Variance from average %
Brunswick	1	6803	6803	-13%	7204	7204	-7%
Clarendon	1	6832	6832	-12%	7103	7103	-9%
Milverton	1	7216	7216	-7%	7652	7652	-2%
North Leamington	1	8166	8166	5%	8107	8107	4%
Willes	1	7252	7252	-7%	7328	7328	-6%

4.3 The above proposals compare with the current County electoral arrangements in which Leamington is subdivided into 4 electoral divisions – (Brunswick (1 Councillor), Milverton (1 Councillor) North Leamington (2 Councillors) and Willes ( 1 Councillor). The proposals are therefore neutral in terms of the number of elected representatives in Leamington at County Council elections.

## 5. **PARISH ELECTORAL ARRANGEMENTS**

5.1 The Committee will recall that Warwick District has recently been the subject of a boundary review conducted by the Commission which resulted in changes to both District Ward and Parish Ward boundaries to be implemented at the next elections in May 2015.

When undertaking reviews of the County Council boundaries and electoral arrangements, the Commission must have regard to the boundaries of District and Borough wards and ensure that proposed County Divisions do not cross external district and borough boundaries (i.e. the boundary between one District/Borough and another).

- 5.2 The proposals for new County Divisions in relation to the Parishes within the review area have regard to provisions in the Local Democracy, Economic Development and Construction Act 2009 which state:-

“ where a Parish is to be divided between Divisions or wards, it must also be divided into Parish Wards, so that each Parish ward lies wholly within a single County division or District Ward”.

As occurred under the District Ward review, this has resulted in draft recommendations for the Parish that would produce the following electoral arrangements:-

<b>Ward</b>	<b>No of Councillors</b>
Arlington	1
Brunswick North	2
Brunswick South	1
Clarendon	1
Cloisters	1
College	1
Leam	1
Lillington	2
Lime	1
Milverton	2
Northumberland	1
Sydenham	1
Victoria Park	1
<b>Total</b>	<b>16</b>

These new Ward arrangements will be illustrated on a map displayed at the meeting.

These proposals compare with the present arrangement of six Wards and the eight new Wards agreed as part of the District boundary review undertaken in 2013 (to be implemented May 2015).

- 5.3 The Committee will be aware that matters are further complicated by the fact that this pattern of Wards does not accord with that previously put forward by this Council and accepted by Warwick District Council as the basis for new District arrangements and as the foundation for its own Community Governance Review which has invited the community to respond with proposals for new Parish boundaries, new Parishes and numbers of Parish Councillors.

- 5.4 At the meeting of the District Regulatory Committee held on 18<sup>th</sup> September 2014, the District Council agreed to hold further discussions with the Local Government Boundary Commission on these matters to achieve a resolution to the impasse that has now developed. This meeting will be taking place on 2<sup>nd</sup> October and an update will be made at the meeting.
- 5.5 Irrespective of the outcome of the above meeting, the Committee will wish to submit a response to the Local Government Boundary Commission by the closing date of 3<sup>rd</sup> November 2014. It is submitted that the Council's case opposing the creation of anomalous Parish Wards should be reiterated in similar terms to those expressed on the occasion of the earlier response in December 2012 viz:

“the proposed changes to the Parish Ward boundaries and electoral arrangements for Royal Leamington Spa are considered to be totally unsatisfactory as they fail to provide equality in electoral representation, reflect community identity and provide a pattern for combined District and Parish elections which is understandable to the electorate. This Council's preferred option is for Parish Ward boundaries that are co-terminus with those for Warwick District Council Wards.

## 6. **RECOMMENDATION**

- 6.1 The proposals of the Local Government Boundary Commission in relation to Leamington Spa are neutral in terms of the number of elected representatives to be returned. In the interests of electoral equality, the number of County Divisions has been increased from 4 to 5 with North Leamington becoming a single member division and the creation of a new Clarendon Division.
- 6.2 The impact of the changes on Parish electoral arrangements is however considerable and represents an unacceptable solution to ensuring understandable and equitable arrangements for electors at the level of their local Council. The wards created by these proposals will be of unequal size and therefore result in disproportionate elector to Councillor ratios.
- 6.3 The Committee is recommended to respond to the Local Government Boundary Commission in the above terms.

**REPORT TO A MEETING OF THE POLICY AND RESOURCES COMMITTEE TO BE HELD ON 2<sup>nd</sup> OCTOBER 2014**

**TOWN CENTRE PARTNERSHIP TEAM**

1. **PURPOSE OF THE REPORT**

To update the Committee on developments regarding the Town Centre Partnership Team

2. **TOWN CENTRE MANAGEMENT PARTNERSHIP**

2.1 The Committee will be aware that for many years the Town Council has been represented on the Town Centre Management Partnership. The body comprises representatives of various local authorities, the Chamber of Trades, local business and those with an interest and involvement in the promotion of Leamington Town Centre as a retail destination and place of interest. The Council is currently represented by Councillor Judith Clarke.

2.2 Concern has been expressed that the Partnership has declined in terms of its role and remit and as a consequence it has failed to meet for a significant period of time. The Partnership is supported by Warwick District Council and referenced through the office of the Town Centre Business Manager (formerly Town Centre Manager)

2.3 A communication has recently been sent to all Members of the Team indicating that a review of the Partnership has been undertaken with a view to defining its purpose and importantly the interaction between the Partnership and other groups engaged within the town centre environment. Feedback provided to the Town Centre Business Manager indicates that much of the work conducted by the group, though valuable, was duplicating work by other groups (BID Leamington, Portas Town Team, Chamber of Trade etc).

2.4 Following a District Council meeting with the local Chamber representatives, there was agreement that the Partnership team should be dissolved and alternative and existing forums explored. The District Council acknowledges that it needs to increase its presence and accessibility to business and various avenues are currently being explored. The Town Centre Business Manager remains accessible to raise specific issues of importance in the meantime.

2.5 The Committee will be aware that it has identified other partners including the Town Centre Business Manager and the Chamber of trade with whom it can develop collaborative working arrangements especially in relation to Town Centre development and planning matters, particularly in deprived neighbourhoods. The Council will therefore need to closely monitor the developments in consultative arrangements.

2.6 The Council has also been a generous contributor to the work of the Town Centre Partnership over many years. The current grant to Warwick District Council to support this initiative is £6070. The dissolution of the Partnership calls into question the continuation of this funding in its present form.

3.0 RECOMMENDATION

3.1 The Committee is invited to comment on the Report and the potential exclusion of funding for the Partnership from the revenue budget for 2015/16.