

Enquiries to:
Kelly Baxter
Direct Dial: 024 7637 6204
Direct Email:
kelly.baxter@nuneatonandbedworth.gov.uk
Date: 2nd April, 2019

Dear Sir/Madam,

A meeting of the **CABINET** will be held in the Committee Room A, Town Hall, Nuneaton on Wednesday, 10th April, 2019 at **6.00 p.m.**

Please note that meetings are recorded for future broadcast.

Yours faithfully,

BRENT DAVIS

Executive Director – Operations

To: Members of Cabinet

Councillor J.A Jackson
Councillor I.K Lloyd

(Finance and Civic Affairs (Leader))
(Arts, Leisure and Economic Development
(Deputy Leader))

Councillor N.J.P Phillips
Councillor J. Sheppard
Councillor J. Beaumont

(Planning and Development)
(Central Services & Refuse)
(Housing, Health and Communities)

AGENDA

PART I

PUBLIC BUSINESS

1. EVACUATION PROCEDURE

A fire drill is not expected, so if the alarm sounds please evacuate the building quickly and calmly. Please use the stairs and do not use the lifts. Once out of the building, please gather outside the Yorkshire Bank on the opposite side of the road.

Exit by the door by which you entered the room or by the fire exits which are clearly indicated by the standard green fire exit signs.

If you need any assistance in evacuating the building, please make yourself known to a member of staff.

Please also make sure all your mobile phones are turned off or set to silent.

I would also advise you that all or part of meeting will be recorded for future broadcast.

2. APOLOGIES - To receive apologies for absence from the meeting.

3. DECLARATIONS OF INTEREST

To receive declarations of Disclosable Pecuniary and Other Interests, in accordance with the Members' Code of Conduct.

Declaring interests at meetings

If there is any item of business to be discussed at the meeting in which you have a disclosable pecuniary interest or non-pecuniary interest (Other Interests), you must declare the interest appropriately at the start of the meeting or as soon as you become aware that you have an interest.

Arrangements have been made for interests that are declared regularly by members to be appended to the agenda (**Page 6**). Any interest noted in the Schedule at the back of the agenda papers will be deemed to have been declared and will be minuted as such by the Committee Services Officer. As a general rule, there will, therefore, be no need for those Members to declare those interests as set out in the schedule.

There are, however, TWO EXCEPTIONS to the general rule:

1. When the interest amounts to a Disclosable Pecuniary Interest that is engaged in connection with any item on the agenda and the member feels that the interest is such that they must leave the room. Prior to leaving the room, the member must inform the meeting that they are doing so, to ensure that it is recorded in the minutes.
2. Where a dispensation has been granted to vote and/or speak on an item where there is a Disclosable Pecuniary Interest, but it is not referred to in the

Schedule (where for example, the dispensation was granted by the Monitoring Officer immediately prior to the meeting). The existence and nature of the dispensation needs to be recorded in the minutes and will, therefore, have to be disclosed at an appropriate time to the meeting.

Note: Following the adoption of the new Code of Conduct, Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a Disclosable Pecuniary or a Deemed Disclosable Pecuniary Interest, the Member must withdraw from the room.

Where a Member has a Disclosable Pecuniary Interest but has received a dispensation from Audit and Standards Committee, that Member may vote and/or speak on the matter (as the case may be) and must disclose the existence of the dispensation and any restrictions placed on it at the time the interest is declared.

Where a Member has a Deemed Disclosable Interest as defined in the Code of Conduct, the Member may address the meeting as a member of the public as set out in the Code.

Note: Council Procedure Rules require Members with Disclosable Pecuniary Interests to withdraw from the meeting unless a dispensation allows them to remain to vote and/or speak on the business giving rise to the interest.

Where a Member has a Deemed Disclosable Interest, the Council's Code of Conduct permits public speaking on the item, after which the Member is required by Council Procedure Rules to withdraw from the meeting.

4. MINUTES - To confirm the minutes of the Cabinet meeting held on the 13th March, 2019 **(Page 8)**
5. PUBLIC CONSULTATION - **Members of the public will be given the opportunity to speak on specific agenda items if notice has been received.**
6. THE ALLOCATION OF MINISTRY OF HOUSING, COMMUNITIES, AND LOCAL GOVERNMENT, ROUGH SLEEPER INITIATIVE FUNDING – report of the Director – Housing, Communities and Economic Development attached **(Page 13)**
7. BOROUGH PLAN - STATEMENTS OF COMMON GROUND WITH WOODLANDS ACTION GROUP – report of the Director – Planning and Public Protection attached **(Page 20)**
8. COMMITTEE TIMETABLE OF MEETINGS 2019/20 AND 2020/21– report of the Director – Arts, Leisure and Democracy attached **(Page 27)**
9. RECOMMENDATIONS FROM OVERVIEW AND SCRUTINY PANELS
- None
10. ANY OTHER ITEMS which in the opinion of the Chair of the meeting should be

considered as a matter of urgency because of special circumstances (which must be specified).

11. EXCLUSION OF PUBLIC AND PRESS

RECOMMENDED that under section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item, it being likely that there would be disclosure of exempt information of the description specified in paragraph (iii) of Part I of Schedule 12A to the Act.

12. SUB-REGIONAL MATERIALS RECYCLING FACILITY – report of the Executive Director – Operations

CORPORATE PLAN AIMS AND PRIORITIES

- Aim 1** - To improve the quality of life and social justice for residents so it is much closer to that enjoyed by the rest of Warwickshire.
- Priority 1** - To provide a choice of housing to meet the needs of the residents of the Borough.
- Priority 2** - To create a healthy, diverse and robust economy which provides employment opportunities for local people.
- Priority 3** - To work in partnership to improve health and reduce health inequalities for residents in the Borough.
- Priority 4** - To develop a confident, cohesive and diverse community.
- Aim 2** - To work in partnership to reduce the level of crime and disorder so that the community is and feels safer.
- Priority 1** - Dealing with anti-social behaviour by working in partnership and provide diversionary activities to engage with youngsters.
- Priority 2** - Environmental improvements and support for selective CCTV to reduce fear of crime.
- Priority 3** - Use of the Council's enforcement powers to support community safety initiatives.
- Aim 3** - To provide a pleasant environment for those living, working and visiting the Borough.
- Priority 1** - To create a greener and cleaner environment.
- Priority 2** - To lead in environmental issues addressing climate change and protection of the environment.
- Aim 4** - To provide quality services which represent value for money.
- Priority 1** - To continue to improve the performance and quality of key services.
- Priority 2** - To improve access arrangements for all Council services and the way that those who use them are treated.
- Priority 3** - To use value for money procedures to test the way all services are delivered.

Cabinet - Schedule of Declarations of Interests

| | Name of Councillor | Disclosable Pecuniary Interest | Other Personal Interest | Dispensation |
|--|--|--|---|--|
| | General dispensations granted to all members under s.33 of the Localism Act 2011 | | | Granted to all members of the Council in the areas of: <ul style="list-style-type: none"> - Housing matters - Statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992 - An allowance, payment given to members - An indemnity given to members - Any ceremonial honour given to members - Setting council tax or a precept under the Local Government Finance Act 1992 - Planning and Licensing matters - Allotments |
| | J. Beaumont | | Board member of Bulkington Community Library CIC in addition to an unpaid Manager of the library. Board member of Bulkington Village Centre | |
| | J. Jackson | Any matter relating to the employment policies and procedures of Nuneaton & Bedworth Borough Council or any matter relating to the contractual arrangements with Sport & Leisure Management Ltd. | | Dispensation to speak and vote on matters that do not relate specifically to her husband's contract of employment |

| | | | | |
|--|-------------|--|---|--|
| | J. Jackson | | Non-Executive Director with Nuneaton and Bedworth Community Enterprises Limited | Dispensation to speak & vote |
| | J. Sheppard | | Partnership member of the Hill Top and Caldwell Big Local. | |
| | J. Sheppard | | Director of Wembrook Community Centre. | Dispensation to speak and vote on any matters of Borough Plan that relate to the Directorship of Wembrook Community Centre |
| | J. Sheppard | | Management Committee Member Mental Health Drop in | |

NUNEATON AND BEDWORTH BOROUGH COUNCIL

CABINET

13th March, 2019

A meeting of the Cabinet was held at the Town Hall, Nuneaton, on Wednesday, 13th March, 2019.

Present

| | |
|---------------------------|--|
| Councillor J.A. Jackson | (Finance and Civic Affairs (Leader)) |
| Councillor I. Lloyd | (Arts, Leisure & Economic Development (Deputy Leader)) |
| Councillor J. Beaumont | (Housing, Health and Communities) |
| Councillor J. Sheppard | (Central Services and Refuse) |
| Councillor N.J.P Phillips | (Planning and Development) |

CB66 **Minutes**

RESOLVED that the minutes of the meeting held on the 13th February, 2019 be approved and signed by the Chair.

CB67 **Declarations of Interest**

The Declarations of Interest for this meeting are as set out in the Schedule attached to these minutes.

CB68 **Delivering Our Future 2019 - 2031**

The Executive Director – Resources submitted a report to Cabinet seeking approval for the new Delivering our Future 2019 – 2031 which will provide the basis of the Council’s strategic vision, focus and delivery up until 2031. The rationale for this was based on the repeal of the duty within the Local Government Act 2000, which required Council’s to develop a Community Plan and maintain a Local Strategic Partnership. Both directly inform the Council’s corporate priorities and aims, which have been predicated upon the outcomes of consultations linked to its Community Plans.

RESOLVED that it be recommended to Council, that the ‘Delivering our Future 2019 – 2031’ be adopted and established as the basis of the Council’s future strategic activity.

Speaker:

Michele Kondakor
Councillor Keith Kondakor
Councillor Kris Wilson

Options

Not to support the recommendation within the report

Reasons

To introduce a new vision and strategic direction for the Council from 2019 - 2031

CB69 Quarterly Review of Strategic Performance Report (third quarter 2018/19)

The Governance, Risk Management and Performance Officer submitted a report to Cabinet presenting the overview of the Council's position under the following key categories:

- Finance
- People and Service Delivery
- Processes
- Improvement

RESOLVED that

- a) the report be noted; and
- b) the first point of contact target currently 80% be reviewed following the implementation of the new customer telephone system to be in line with industry standards.

Speakers:

Michele Kondakor
Councillor Keith Kondakor
Councillor Kris Wilson

Options:

To note the report and request feedback on action being taken to improve indicators.

Reasons:

Concern over under performance

CB70 Recommendation from Overview and Scrutiny Panel

External Overview and Scrutiny Panel – 7th February 2019

SPEAKER: Councillor Kris Wilson

At the External Overview and Scrutiny Meeting held on the 7th February, 2019 The Warwickshire Police and Crime Plan 2016 – 2021 was considered, as part of this the unauthorised traveller encampments and the government's consultation on

proposals to amend the Criminal Justice and Public Order Act 1994 were discussed. From this the following recommendations were made to Cabinet for consideration:

- a) Cabinet ask the relevant Portfolio Holder, in consultation with the relevant Director, to respond on behalf of the authority to the Government's Consultation on unlawful traveller encampments, providing a copy of the response to all Members; and
- b) Cabinet reconsider applying for a County Court injunction in the interim, pending the High Court application.

RESOLVED that

- a) there is no current consultation taking place in relation to unlawful traveller encampments however should a consultation begin it was agreed that the relevant portfolio holder and relevant Director would respond on behalf of the authority, providing a copy of the response to all Members; and
- b) to apply for a County Court Injunction in the interim would negatively impact on the pending High Court application therefore it was agreed to await the decision of High Court due on 19th March, before proceeding with other avenues

Chair

PUBLICATION DATE: 18th March, 2019

DECISIONS COME INTO FORCE: 26th March, 2019

Cabinet - Schedule of Declarations of Interests

| | Name of Councillor | Disclosable Pecuniary Interest | Other Personal Interest | Dispensation |
|--|--|--|---|--|
| | General dispensations granted to all members under s.33 of the Localism Act 2011 | | | Granted to all members of the Council in the areas of: <ul style="list-style-type: none"> - Housing matters - Statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992 - An allowance, payment given to members - An indemnity given to members - Any ceremonial honour given to members - Setting council tax or a precept under the Local Government Finance Act 1992 - Planning and Licensing matters - Allotments |
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| | J. Jackson | | Non-Executive Director with Nuneaton and Bedworth Community Enterprises Limited | Dispensation to speak & vote |
| | J. Sheppard | | Partnership member of the Hill Top and Caldwell Big Local. | |
| | J. Sheppard | | Director of Wembrook Community Centre. | Dispensation to speak and vote on any matters of Borough Plan that relate to the Directorship of Wembrook Community Centre |
| | J. Sheppard | | Management Committee Member Mental Health Drop in | |

Cabinet

Report Summary Sheet

Date: 10th April 2019

Subject: The Allocation of Ministry of Housing, Communities, and Local Government, Rough Sleeper Initiative (RSI) Funding

Portfolio: Housing, Health and Communities

From: Director- Housing, Communities and Economic Development

Summary: To seek approval for the spending of a Ministry of Housing, Communities, and Local Government (MHCLG), funding allocation, to reduce rough sleeping in the Borough

Recommendations:

- 1.1 That the proposal, as detailed in the body of the report, be approved;
- 1.2 That virements to establish income and expenditure budgets of £150k within the Housing, Health and Communities portfolio be approved;
- 1.3 That an exemption from Contract Procedure Rules be approved to enable the contract to be awarded on the basis of a single quote due the timescales involved to comply with grant conditions and unique supply;
- 1.4 Due to the timescales involved for awarding the contract and in order to comply with grant conditions and timeframes, this report not be subject to call –in procedures as provided for in paragraph 15 (f) of the Overview and Scrutiny Procedure Rules in Part 4 of the Constitution.

Options:

1. To approve the proposal as detailed in the Body of the report as per the recommendations
2. To reject the proposal and decline the funding from the MHCLG- or return it if already received pending the Cabinet decision.

Reasons: The use of one of our existing homeless hostels, to provide supported accommodation for rough sleepers, or those at risk of rough sleeping, where they can receive personalised support in order to be able to move on in to independent accommodation, successfully, is to be welcomed as a service provision, that is currently unavailable in our Borough.

Consultation undertaken with Members/Officers/Stakeholders

Finance Business Partner
Portfolio Holder
Stakeholders- WCC and third sector agencies working with the homeless

Subject to call-in: No

Ward relevance: Borough wide

Forward plan: Yes

Corporate Priorities: Aim 1, Priority 1

Relevant statutes or policy: Housing Act 1996 and Homelessness Reduction Act 2017

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Equalities Implications: None

Human resources implications: none

Financial implications: The MHCLG has awarded NBBC Revenue Grant funding to deliver this proposal. The funding will secure an appropriate support service provider for a 12 month period, through procurement in the market with a potential extension for a further year, dependant on resources

Health Inequalities Implications:
 The proposal will enable those within our community that encounter difficulties accessing health services to receive support and assistance to access services they require.
 It is clearly evidenced that rough sleepers face social exclusion and barriers to accessing the support they require from statutory services like health.

Section 17 Crime & Disorder Implications:
 It is sometimes reported to the council and police that rough sleepers are the cause of, or victims of ASB. This proposal will enable perceptions of ASB and the reality of ASB from this co-hort of residents in the community to be dealt with through the accommodation and support of rough sleepers.

Risk management implications: none

SME (Small/Medium Enterprises) & Local Economy Implications:
 None- albeit there is a perception that rough sleepers have a detrimental impact on the towns retail economy, in terms of potentially putting off shoppers.

In addition to reducing rough sleepers from the town, the proposal will be supporting former rough sleepers to live independently and contribute to the local economic and social economy of the town by becoming residents and shoppers, workers or trainees to a greater degree than they currently can.

Environmental implication

It can be perceived that rough sleepers impact detrimentally on the environment in the area that they are rough sleeping and therefore this proposal may impact positively in this respect by reducing rough sleeping in the borough.

Legal implications: The proposal will assist the Council to deliver on its obligations under the Homelessness Reduction Act 2017

Contact details: Jane Grant- Strategic Housing Services Manager- 02476376483

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet – 10th April 2018

From: Director, Housing, Communities & Economic Development

Subject: Allocation of MHCLG Funding, to reduce Rough Sleeping in the Borough

Portfolio: Housing, Health and Communities (Cllr J. Beaumont)

Corporate Aim: 1

Corporate Priority: 1

1.0 Purpose of the Report

1.1 To seek Cabinet approval to spend a Ministry of Housing, Communities and Local Government grant (MHCLG) funding allocation to reduce rough sleeping in the borough.

2.0 Recommendation

2.1 That the proposal, as detailed in the body of the report, be approved;

2.2 That virements to establish income and expenditure budgets of £150k within the Housing, Health and Communities portfolio be approved;

2.3 That an exemption from Contract Procedure Rules be approved to enable the contract to be awarded on the basis of a single quote due the timescales involved to comply with grant conditions and unique supply;

2.4 Due to the timescales involved for awarding the contract and in order to comply with grant conditions and timeframes, this report not be subject to call –in procedures as provided for in paragraph 15 (f) of the Overview and Scrutiny Procedure Rules in Part 4 of the Constitution.

3.0 Background

3.1 On 30th March 2018, the Government announced a new £30m fund to tackle rough sleeping across the 80 councils with the most significant numbers of rough sleeping. Rough sleeping has increased nationally by 160% since 2010. The councils with rough sleeper counts of 20 or more in November 2017 were allowed to bid for this funding. As our count was only 5 during the specified period, this council was not eligible to bid for funding.

3.2 In December 2018, a further fund of £11m was opened up for the remaining councils to bid for. As Nuneaton and Bedworth had a rough sleeper count of 22 in November 2018, the council has taken the opportunity to bid for funding. The bid was submitted on 14th February 2019.

3.3 In March 2019, the Council received formal notification that its bid had been successful and a grant of £150k had been awarded.

4.0 **Proposal**

4.1 The MHCLG funding has been awarded to enable the Council to procure a specialist support provider, with expertise in working with homeless individuals that are, or who are at risk of rough sleeping and, who have complex support needs.

4.2 The proposal is to contract with the support provider for the 12 month period of the fund allocation. The Provider will work in partnership with the Council and other statutory and third sector partners, to deliver person centred support at the hostel, accessible to rough sleepers, or those at risk of rough sleeping. 5 to 6 individuals will be accommodated at any one time and receive support to enable them to 'Move On' to independent accommodation. In addition, a further 4 to 5 individuals, temporarily accommodated elsewhere, will receive floating support from the provider, to enable them to move on to settled accommodation.

4.3 Support will be delivered to deal with a wide range of needs and will encompass issues such as;

- drug and alcohol misuse or addictions treatment;
- mental health and wellbeing support;
- assistance with addressing debts and other financial issues;
- family mediation;
- skills and training to enable access to employment;
- assistance in accessing stable and sustainable accommodation.

4.4 There are a number of support services already available within the borough for those with a myriad of support needs. This cohort of vulnerable people, who are, or who are at risk of sleeping rough, often find it difficult to access and engage with existing services and accommodation provision. It is therefore anticipated that a support provider, dedicated to working solely with individuals in this situation, will prove to be a turning point in their lives.

4.5 Our Contract Procedure Rules usually require a sealed tender process for expenditure of this value. However, that process is likely to take in the region of three months. To ensure the Council meets the MHCLG funding conditions, the Council will need to waive the Contract Procedure Rules to obtain one quote. This would enable the service to be commissioned and delivered much sooner.

4.6 The Council will test the specification during the initial 12 months covered under the exemption, with a view to updating the specification accordingly to improve contractual outcomes. This would then put the Council in a good position to go out to market in early 2020 for a longer term contract, subject to funding being available and secured.

5.0 **Conclusion**

5.1 The use of one of the Council's existing hostels, to provide supported accommodation for those who are, who are at risk of rough sleeping, is a much

needed additional service within the borough. The provision of personalised support in order to be able to move on into independent accommodation, with the necessary skills and support networks to sustain that accommodation, is of significant benefit to the people of the borough.

DAWN DAWSON

Cabinet

Report Summary Sheet

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|---|
| Date: 10th April 2019 |
| Subject: Borough Plan- Statements of Common Ground with Woodlands Action Group |
| Portfolio: Planning and Development |
| From: Director- Planning and Public Protection |

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| Summary: To consider a Statement of Common Ground with the Woodlands Action Group |
| Recommendations: That the Woodland Action Group be offered the opportunity to agree a factual Statement of Common Ground with the Council as described in the report . |
| Options: To prepare a Statement of Common Ground |
| Reasons: Late submission of evidence not allowed |

Consultation undertaken with Members/Officers/Stakeholders

Subject to call-in: Yes

Ward relevance: Slough

Forward plan: No

Corporate Priorities:1.1,1.2,1.3,1.4,3.1,3.2

Relevant statutes or policy:

Equalities Implications: None

Human resources implications: None

Financial implications: None

Health Inequalities Implications: None

Section 17 Crime & Disorder Implications: None

Risk management implications: None

SME (Small/Medium Enterprises) & Local Economy Implications; None

Environmental implications: Within the Plan

Legal implications: None

Contact details: Katherine Moreton 024 76 376130

AGENDA ITEM NO.7

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet – 10th April 2019

From: Director - Planning and Public Protection

Subject: Borough Plan – Statements of Common Ground with Woodlands Action Group

Portfolio: Planning and Development (Councillor Neil Phillips)

Corporate Aims: 1 and 3

Corporate Priority: 1.1, 1.2, 1.3, 1.4 and 3.1, 3.2

1. Purpose of Report

- 1.1 To consider a Statement of Common Ground with the Woodlands Action Group on the Borough Local Plan allocation HSG4

2. Recommendations

- 2.1 That the Woodland Action Group be offered the opportunity to agree a factual Statement of Common Ground with the Council as described in the report .

3. Background

- 3.1 At Council on the 18th February a statement was made by the Woodlands Action Group during the debate on the petition submitted by representatives of the Bulkington Residents Village group.

This can be précised as

“1, The examination inspector in a letter to NBBC in May last year when talking about a council document (ECUS) report which ironically states that the ridge and furrow should be Retained said that was also his (emphasis) and is why tomorrow(19TH February hearing) it is the only site in the borough plan to get another hearing session.

2, With a new road scheme now proposed for this ridge and furrow both landowners/developers say that they will not be paying for it as it is not sustainable at £2.62 million.

3, WCC in a letter to NBBC dated 3rd December 2018 say that they will make no financial commitments to any proposed allocations within the plan only via mutual funding.

I would have thought that given in the past this council was committed to returning Bedworth woodlands to the green belt they would have jumped at the chance to sign up to a SOCG given the responses from all concerned in the main modifications. Basically this road is to be put on land the council said should be retained, the developers says it's unsustainable and they will not pay for it and the County also say they will not be paying. The reason behind the policy teams decision not to enter into a SOCG with the action group needs looking into by the councillors of this authority regardless of the outcome of tomorrows hearing because on close examination of the borough plans examination library it seems the policy team only sign SOCG with developers or other local authorities.”

- 3.2 Following the statement, Council agreed a motion that the content of Mr Mayer's statement with respect to the Council signing a Statement of Common Ground with the Woodland Action Group be referred to Cabinet.
- 3.3 The Nuneaton and Bedworth Borough Local plan was submitted for examination to the Secretary of State in June 2017. The Local Plan as submitted and Main Modifications which were subject to consultation at the end of last year both included HSG 4 as a residential allocation.
- 3.4 HSG4 was included in the plan because the site is not within the Green Belt and is in a sustainable location.
- 3.5 The Secretary of State appointed Mr David Spencer as the Inspector to examine the Plan. The public examination hearings took place in August/September 2017 and February/March 2018 and on one day in February 2019. The Council is now awaiting his report.
- 3.6 During the first round of hearings it was apparent that the access as set out in the Publication version of the Plan could not be delivered as it included land not within the land owner's control. An alternative access was suggested and modelled and agreed as a viable alternative. It was this alternative which was then subject to consultation on the Main Modifications and discussed at the hearing in February this year.
- 3.7 The revised highway scheme for the development would have some impact on the ridge and furrow and at that time it was clear that it would be an item for discussion and consideration by the Inspector during the hearing day in February. However, it has to be noted that the inspector's concern was to ensure that the Borough Plan dealt with the issue consistently. In his letter of 8th May 2018 (as referred to by the Woodlands Action group, Mr Mayer) the inspector went on to state:

“ I will expect to see the proposed main modifications address this matter in terms of the re-write of paragraphs 6.64 and 6.65 of the Plan and a clarification of any harm to non-designated heritage assets in light of criterion 19 of the Policy and paragraph 6.66 of the Plan.”

- 3.8 Statements of Common Ground are encouraged by the Planning Inspectorate. They are written statements containing factual information about the proposal which is the subject of the appeal/inquiry that the appellant/respondent reasonably considers will not be disputed by the Local Planning Authority. An agreed Statement of Common Ground is essential to ensure that the evidence considered at a hearing or an Inquiry focusses on the material differences between the appellant and the local planning authority without spending time on things that have already been agreed. It will provide a commonly understood basis for the appellant/respondent and the local planning authority and provide context to inform statements of case and for an inquiry the subsequent production of proofs of evidence. For Local Plan hearings they allow the Inspector to focus on the outstanding issues at the hearings.
- 3.9 Prior to the Full Council meeting on 18th February 2019 the Woodlands Action Group did suggest a statement of Common Ground with the Council. This was on the basis that “that NBBC agree with the Woodlands Action Group that the ridge and furrow contained in the Ecus report (document j7.1-7.5) should be retained.”
- 3.10 A response was sent which states “following a meeting with officers from Warwickshire County Council and examining the Inspectors questions it is clear that the hearings will be exploring this issue. The Council are therefore not willing to enter into a statement of Common Ground at this time.”
- 3.11 The hearings have now concluded and there is now no reason for a Statement of Common Ground. The Examination Guidance specifically prohibits the late submission of evidence to the Examination as can be seen from the following Guidance:

After the Hearing Sessions

5.30. After the hearing sessions the Inspector will only request additional information that is essential to inform his/her conclusions on the soundness/legal compliance of the plan. **Unsolicited material and further statements after the last hearing session that have not been requested by the Inspector will not be accepted.**

5.31. The examination remains open while the Inspector is writing the report and if necessary the Inspector may hold further sessions during the reporting period. This would only occur if absolutely necessary, for example, where a fundamental soundness issue has not been resolved or a hearing is necessary exceptionally on a representation made on a proposed MM. **Unless specifically requested by the Inspector, no further correspondence or representations should be submitted during this stage of the examination.**

4 Officer advice

- 4.1 The Council is now at the point where it is awaiting receipt of the Inspector's report. In terms of the Examination Process, all evidence has now been submitted and there is, therefore, no planning reason for a Statement of Common Ground with the Woodlands Action Group.
- 4.2 The Examination process does not allow for the late submission of evidence. The issues raised in connection with the Woodlands is now in the hands of the Examination Inspector. The Inspector clarified at the hearings that it is now his job to weigh up whether or not the ridge and furrow should be disturbed by the access.
- 4.3 Cabinet may still, however, wish to support the request from Woodlands Action Group. It can direct officers to draw up a Statement of Common Ground with the Group, although as stated, it cannot be submitted to the Inspector.
- 4.4 Statements of Common Ground are statements of agreed facts. On this basis the Statement of Common Ground suggested by the Woodlands Action Group is unacceptable. As proposed, the statement would undermine delivery of HSG4 and as such would be contrary to the draft Council policy, as contained in the draft Borough Plan.
- 4.5 A Statement of Common Ground containing an agreed factual description of the area, the timeline for the allocation and the required road link to the A444, details of the public consultation carried out on the Plan and the allocation to which the Woodlands Action Group responded could be offered to the Group. Other matters that the Group would like to see included could also be considered for inclusion. Clearly what the Statement could not contain is any matter upon which the Council and the Group do not agree, which would include any statement that would undermine the adoption of HSG4 within the Borough Plan.

Cabinet/Individual Cabinet Member Decision

Report Summary Sheet

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| Date: 10th April 2018 |
| Subject: Timetable of Meetings 2019/20 and 2020/21 |
| Portfolio: All Portfolios |
| From: Director – Arts, Leisure and Democracy |

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| Summary: The report seeks Cabinet approval for the timetable of meetings for Cabinet 2019/20 and provisional Timetable of Meetings for 2020/21. |
| Recommendations: <ul style="list-style-type: none">• the timetable of meetings for Cabinet, Committees and Overview and Scrutiny panels for 2019/20 and provisional timetable for 2020/21 be approved;• the report be not subject to call in because of the need to have the timetable for 2019/20 in place by May 2019.• delegated powers be granted to the Director – Arts, Leisure and Democracy, in consultation with the relevant chair, to change meetings if, for unforeseen reasons, it becomes necessary to amend a date;• the timetable for 2019/20 and provisional timetable for 2020/21 in respect of Council, committees and overview and scrutiny panels be referred to Council for consideration and approval. |
| Options: |

Not to approve the timetable

Reasons: To produce a timetable of meetings for 2019/20 and a provisional timetable of meetings for 2020/21.

Consultation undertaken with Members/Officers/Stakeholders

Executive Directors and all Directors
Leader

Subject to call-in:

No

Ward relevance: None

Forward plan: No

Corporate Priorities: Aim 1, Priority 2

Relevant statutes or policy: Council Constitution

Equalities Implications: None

Human resources implications: None

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| Financial implications: None |
| Health Inequalities Implications: None |
| Section 17 Crime & Disorder Implications: None |
| Risk management implications: There will be no increase in risk to the Council |
| SME (Small/Medium Enterprises) & Local Economy Implications: None |
| Environmental implications: None |
| Legal implications: None |

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| Contact details: Phil Richardson – Director – Arts, Leisure & Democracy 02476 376233 |
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NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet – 10th April, 2019

From: Director – Arts, Leisure and Democracy

Subject: TIMETABLE OF MEETINGS 2019/20 and 2020/21

Portfolio: All Portfolios

Corporate Aim: 1

Corporate Priorities: 2

1. Purpose of Report

To approve the timetable of meetings for Council, Committees and Overview and Scrutiny Panels for 2019/20 attached at Appendix A and the provisional timetable of meetings for 2020/21 attached at Appendix B to this report.

2. Recommendations

- (a) the timetable of meetings for Cabinet, Committees and Overview and Scrutiny panels for 2019/20 and provisional timetable for 2020/21 be approved;
- (b) the report be not subject to call in because of the need to have the timetable for 2019/20 in place by May 2019.
- (c) delegated powers be granted to the Director – Arts, Leisure & Democracy, in consultation with the relevant chair, to change meetings if, for unforeseen reasons, it becomes necessary to amend a date;
- (d) the timetable for 2019/20 and provisional timetable for 2020/21 in respect of Council, committees and overview and scrutiny panels be referred to Council for consideration and approval.

3. Background

In preparing the timetables for 2019/20 (Appendix A) and 2020/21 (Appendix B), the items set out below have been taken into account and relevant officers and Members have been consulted.

3.1 Council Meetings

The Annual Council meeting has been arranged for the 20th May, 2020. Majority of the Council meetings will be held on Wednesdays apart from the budget setting council which will be held on Monday 17th February to allow for budget consultation.

3.2 Cabinet Meetings

All Cabinet meetings will be held on a Wednesday.

3.3 Planning Applications Committees

The number of weeks between each Planning Applications Committee has been set at three where possible. All meetings will be held on a Tuesday.

3.3 Licensing Committee

Licensing Committee meetings have been scheduled to take place on a Tuesday or a Wednesday, with a cycle of approximately every six weeks, avoiding the August and Christmas breaks.

3.4 Audit and Standards Committee

Audit and Standards Committee dates have been arranged to consider reports on accounts and performance and budgets to feed into the Cabinet and Council deadlines where necessary. All Audit and Standards Committee meetings have been scheduled to take place on Tuesdays.

Standards Sub-Committee meetings will in future be arranged on an 'as and when required' basis.

3.5 Overview and Scrutiny Panels

All Overview and Scrutiny Panel meetings have been scheduled to take place on Thursdays.

3.6 Other Committees

Appeals Committees, Individual Cabinet Member Decisions and Sub-Committees for Licensing are not included in the timetable as they all meet on an 'as and when required' basis.

3.7 School Half Term weeks and Religious Festivals/Celebration dates

It is acknowledged that some meetings will take place in half term weeks and on or during religious observation dates, but it is very difficult to avoid all of these weeks to include all the meetings required for the Council to conduct its business.

3.8 Start Time of Meetings and Member Consultation

The start time of meetings has been scheduled as for 2018/19.

Philip Richardson
Director – Arts, Leisure and Democracy.

NUNEATON AND BEDWORTH BOROUGH COUNCIL**TIMETABLE OF MEETINGS****2019/2020**

| Day | Date | Location | Time | Title |
|-----------|----------------------------|-----------|---------|--------------------------------------|
| Wednesday | 15 th May | Town Hall | 6.00pm | Annual Council |
| Tuesday | 21 st May | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 22 nd May | Town Hall | 6.00pm | Cabinet |
| Monday | 27 th May | | | Bank Holiday |
| Wednesday | 5 th June | Town Hall | 6.00pm | Licensing |
| Thursday | 6 th June | Town Hall | 5.00pm | Internal OSP (Perf Q4 & end of year) |
| Tuesday | 11 th June | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 26 th June | Town Hall | 6.00pm | Cabinet |
| Tuesday | 2 nd July | Town Hall | *4.00pm | Planning Applications |
| Thursday | 4 th July | Town Hall | 5.00pm | External OSP (Perf Q4 & end of year) |
| Wednesday | 10 th July | Town Hall | 6.00pm | Licensing |
| Wednesday | 17 th July | Town Hall | 6.00pm | Council |
| Tuesday | 23 rd July | Town Hall | 5.00pm | Audit & Standards |
| Wednesday | 24 th July | Town Hall | 6.00pm | Cabinet |
| Tuesday | 30 th July | Town Hall | *4.00pm | Planning Applications |
| Tuesday | 20 th August | Town Hall | *4.00pm | Planning Applications |
| Monday | 26 th August | | | Bank Holiday |
| Wednesday | 28 th August | Town Hall | 6.00pm | Licensing |
| Tuesday | 3 rd September | Town Hall | 5.00pm | Audit & Standards |
| Wednesday | 4 th September | Town Hall | 6.00pm | Cabinet |
| Tuesday | 10 th September | Town Hall | 4.00pm* | Planning Applications |
| Wednesday | 11 th September | Town Hall | 6.00pm | Council |
| Thursday | 12 th September | Town Hall | 5.00pm | Internal OSP (Perf Q1) |
| Tuesday | 1 st October | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 2 nd October | Town Hall | 6.00pm | Licensing |
| Wednesday | 9 th October | Town Hall | 6.00pm | Cabinet |

*Planning Applications Committee start times are 4.00p.m. to consider confidential items and 5.00p.m. if there are no confidential items.

| Day | Date | Location | Time | Title |
|-----------|---------------------------|-------------|---------|--|
| Thursday | 17 th October | Town Hall | 5.00pm | External OSP (Perf Q1) |
| Tuesday | 22 nd October | Town Hall | *4.00pm | Planning Applications |
| Tuesday | 5 th November | Town Hall | 5.00pm | Audit & Standards |
| Tuesday | 12 th November | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 13 th November | Town Hall | 6.00pm | Cabinet |
| Thursday | 14 th November | Town Hall | 5.00pm | Internal OSP (Perf Q2) |
| Wednesday | 20 th November | Town Hall | 6.00pm | Licensing |
| Wednesday | 4 th December | Town Hall | 6.00pm | Council |
| Thursday | 5 th December | Town Hall | 5.00pm | External OSP (Perf Q2) |
| Tuesday | 10 th December | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 11 th December | Town Hall | 6.00pm | Cabinet |
| Wednesday | 25 th December | | | Bank Holiday |
| Thursday | 26 th December | | | Bank Holiday |
| Friday | 27 th December | | | Offices Closed |
| Monday | 30 th December | | | Offices Closed |
| Tuesday | 31 st December | | | Offices Closed |
| | | 2020 | | |
| Wednesday | 1 st January | | | Bank Holiday |
| Tuesday | 7 th January | Town Hall | 5.00pm | Audit & Standards |
| Wednesday | 8 th January | Town Hall | 6.00pm | Licensing |
| Tuesday | 14 th January | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 15 th January | Town Hall | 6.00pm | Cabinet |
| Thursday | 23 rd January | Town Hall | 5.00pm | Internal OSP |
| Tuesday | 28 th January | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 5 th February | Town Hall | 6.00pm | Cabinet |
| Thursday | 6 th February | Town Hall | 5.00pm | External OSP |
| Wednesday | 12 th February | Town Hall | 4.00pm | Cabinet (Budget & Council Tax Setting) |
| Monday | 17 th February | Town Hall | 6.00pm | Council |
| Tuesday | 18 th February | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 26 th February | Town Hall | 6.00pm | Licensing |

*Planning Applications Committee start times are 4.00p.m. to consider confidential items and 5.00p.m. if there are no confidential items.

| Day | Date | Location | Time | Title |
|-----------|------------------------|-----------|---------|--------------------------------|
| Tuesday | 10 th March | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 11 th March | Town Hall | 6.00pm | Cabinet |
| Tuesday | 17 th March | Town Hall | 5.00pm | Audit & Standards |
| Thursday | 19 th March | Town Hall | 5.00pm | Internal OSP (Perf Q3) |
| Tuesday | 31 st March | Town Hall | 4.00pm | Planning Applications |
| Wednesday | 8 th April | Town Hall | 6.00pm | Licensing |
| Friday | 10 th April | | | Offices closed – Good Friday |
| Monday | 13 th April | | | Offices closed - Easter Monday |
| Wednesday | 15 th April | Town Hall | 6.00pm | Cabinet |
| Thursday | 16 th April | Town Hall | 5.00pm | External OSP (Perf Q3) |
| Tuesday | 21 st April | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 22 nd April | Town Hall | 6.00pm | Council |
| Monday | 4 th May | | | Bank Holiday |
| Thursday | 7 th May | | | Election |
| Wednesday | 20 th May | Town Hall | 6.00pm | Annual Council |

*Planning Applications Committee start times are 4.00p.m. to consider confidential items and 5.00p.m. if there are no confidential items.

NUNEATON AND BEDWORTH BOROUGH COUNCIL
TIMETABLE OF MEETINGS
2020/2021

| Day | Date | Location | Time | Title |
|-----------|----------------------------|-----------|---------|--------------------------------------|
| Wednesday | 20 th May | Town Hall | 6.00pm | Annual Council |
| Monday | 25 th May | | | Bank Holiday |
| Tuesday | 26 th May | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 27 th May | Town Hall | 6.00pm | Cabinet |
| Tuesday | 2 nd June | Town Hall | 6.00pm | Licensing |
| Thursday | 11 th June | Town Hall | 5.00pm | Internal OSP (Perf Q4 & end of year) |
| Tuesday | 16 th June | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 24 th June | Town Hall | 6.00pm | Cabinet |
| Tuesday | 7 th July | Town Hall | *4.00pm | Planning Applications |
| Thursday | 9 th July | Town Hall | 5.00pm | External OSP (Perf Q4 & end of year) |
| Tuesday | 14 th July | Town Hall | 6.00pm | Licensing |
| Wednesday | 15 th July | Town Hall | 6.00pm | Council |
| Tuesday | 21 st July | Town Hall | 5.00pm | Audit & Standards |
| Wednesday | 22 nd July | Town Hall | 6.00pm | Cabinet |
| Tuesday | 28 th July | Town Hall | *4.00pm | Planning Applications |
| Tuesday | 25 th August | Town Hall | *4.00pm | Planning Applications |
| Monday | 31 st August | | | Bank Holiday |
| Wednesday | 2 nd September | Town Hall | 6.00pm | Licensing |
| Tuesday | 8 th September | Town Hall | 5.00pm | Audit & Standards |
| Wednesday | 9 th September | Town Hall | 6.00pm | Cabinet |
| Tuesday | 15 th September | Town Hall | 4.00pm* | Planning Applications |
| Wednesday | 16 th September | Town Hall | 6.00pm | Council |
| Thursday | 17 th September | Town Hall | 5.00pm | Internal OSP (Perf Q1) |
| Tuesday | 6 th October | Town Hall | *4.00pm | Planning Applications |
| Tuesday | 13 th October | Town Hall | 6.00pm | Licensing |
| Wednesday | 14 th October | Town Hall | 6.00pm | Cabinet |

*Planning Applications Committee start times are 4.00p.m. to consider confidential items and 5.00p.m. if there are no confidential items.

| Day | Date | Location | Time | Title |
|-----------|---------------------------|-------------|---------|--|
| Thursday | 15 th October | Town Hall | 5.00pm | External OSP (Perf Q1) |
| Tuesday | 27 th October | Town Hall | *4.00pm | Planning Applications |
| Tuesday | 3 rd November | Town Hall | 5.00pm | Audit & Standards |
| Tuesday | 10 th November | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 11 th November | Town Hall | 6.00pm | Cabinet |
| Thursday | 12 th November | Town Hall | 5.00pm | Internal OSP (Perf Q2) |
| Tuesday | 24 th November | Town Hall | 6.00pm | Licensing |
| Wednesday | 2 nd December | Town Hall | 6.00pm | Council |
| Thursday | 3 rd December | Town Hall | 5.00pm | External OSP (Perf Q2) |
| Tuesday | 8 th December | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 9 th December | Town Hall | 6.00pm | Cabinet |
| Friday | 25 th December | | | Bank Holiday |
| Monday | 28 th December | | | Bank Holiday |
| Tuesday | 29 th December | | | Offices Closed |
| Wednesday | 30 th December | | | Offices Closed |
| Thursday | 31 st December | | | Offices Closed |
| | | 2021 | | |
| Friday | 1 st January | | | Bank Holiday |
| Tuesday | 5 th January | Town Hall | 5.00pm | Audit & Standards |
| Wednesday | 6 th January | Town Hall | 6.00pm | Licensing |
| Tuesday | 12 th January | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 13 th January | Town Hall | 6.00pm | Cabinet |
| Thursday | 21 st January | Town Hall | 5.00pm | Internal OSP |
| Tuesday | 2 nd February | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 3 rd February | Town Hall | 6.00pm | Cabinet |
| Thursday | 4 th February | Town Hall | 5.00pm | External OSP |
| Wednesday | 10 th February | Town Hall | 4.00pm | Cabinet (Budget & Council Tax Setting) |
| Monday | 15 th February | Town Hall | 6.00pm | Council (Budget & Council Tax Setting) |
| Tuesday | 23 rd February | Town Hall | *4.00pm | Planning Applications |

*Planning Applications Committee start times are 4.00p.m. to consider confidential items and 5.00p.m. if there are no confidential items.

| Day | Date | Location | Time | Title |
|-----------|---------------------------|-----------|---------|--------------------------------|
| Wednesday | 24 th February | Town Hall | 6.00pm | Licensing |
| Tuesday | 9 th March | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 10 th March | Town Hall | 6.00pm | Cabinet |
| Tuesday | 16 th March | Town Hall | 5.00pm | Audit & Standards |
| Thursday | 18 th March | Town Hall | 5.00pm | Internal OSP (Perf Q3) |
| Tuesday | 30 th March | Town Hall | 4.00pm | Planning Applications |
| Friday | 2 nd April | | | Offices closed – Good Friday |
| Monday | 5 th April | | | Offices closed - Easter Monday |
| Wednesday | 6 th April | Town Hall | 6.00pm | Licensing |
| Wednesday | 14 th April | Town Hall | 6.00pm | Cabinet |
| Thursday | 15 th April | Town Hall | 5.00pm | External OSP (Perf Q3) |
| Tuesday | 20 th April | Town Hall | *4.00pm | Planning Applications |
| Wednesday | 21 st April | Town Hall | 6.00pm | Council |
| Monday | 3 rd May | | | Bank Holiday |
| Thursday | 6 th May | | | Election |
| Wednesday | 19 th May | Town Hall | 6.00pm | Annual Council |

*Planning Applications Committee start times are 4.00p.m. to consider confidential items and 5.00p.m. if there are no confidential items.