

**Minutes of a Meeting of the North Warwickshire Area Committee held on 16 November 2005 at the Magistrate's Court Building, Sheepy Road, Atherstone**

**Present: -**

**Members of the Committee**

**Councillors** Anne Forwood  
Richard Grant (Vice Chair)  
Colin Hayfield  
Joan Lea  
Brian Moss  
Mick Stanley  
Ray Sweet (Chair)

**Officers** Phil Astle, Education Officer – School Organisation, Education  
Dave Clarke, County Treasurer  
Martin Gibbins, Area Manager S.O.A. , Chief Executive's  
Mohammed Jamil, North Warks Area Community Education Officer  
Lisa Jones, Transport Planner, PTES  
Don Kentish, Adult & Community Learning Co-ordinator North Warks  
Ade Mallaban, Warwickshire Fire and Rescue Service  
Ann Mawdsley, Senior Committee Administrator, Chief Executive's  
Janet Neale, Education Partnership and Area Working Team, Education  
Jon Reading, Assistant Service Manager, Social Services  
Alistair Rigby, Community Partnership Officer North Warwickshire  
Martin Stott, Deputy Director, PTES  
Peter Sutton, County Adult and Community Learning Coordinator, Education  
Lee White, Project Manager, PTES  
Alison Williams, Area Manager North Warwickshire (from 1/12/05)  
Pam Williams, Area Administrative Officer, N&B Area Office, Chief Executive's  
Catherine Witham, Senior Solicitor, Chief Executive's

**Also in Attendance** Jacquie Aucott, North Warwickshire CVS  
Davina Key, North Warwickshire CVS  
John Moore, North Warwickshire Borough Council  
2 Members of the Public attended.

**1. General**

The Chair welcomed Alison Williams, who would be joining Warwickshire County Council as the Area Manager for North Warwickshire on 1 December 2005. He also welcomed Martin Gibbons, Area Manager from Stratford-Upon-Avon to the meeting.

**(1) Apologies**

There were apologies for absence from Councillor Peter Fowler.

**(2) Members' Disclosure of Personal and Prejudicial Interests**

Councillor Anne Forwood declared a personal interest in Item 9 as the Chair of the North Warwickshire CVS.

Councillor Richard Grant declared a personal interest in Item 3 as a member of the Board of North Warwickshire & Hinckley College and a member of the Council of the Learning & Skills Council.

Councillor Colin Hayfield declared a personal interest in Item 3 as the Chair of the North Warwickshire Borough Council.

Councillor Ray Sweet declared a personal interest in Item 9 as a distant relative worked for Baddesley Woodside School.

**(3) Minutes of the Meeting held on the 14 September 2005 and Matters Arising**

The minutes of the North Warwickshire Area Committee meeting held on 14 September 2005 were agreed as a correct record.

**Matters Arising**

None.

**2. Public Question Time**

There were no public questions.

**3. Adult Social Care Performance Report – Help to Live at Home and Associated Indicators**

The Committee considered the report of the Director of Social Care and Health showing performance for North Warwickshire Area in relation to key performance areas for adult social care.

During the ensuing discussion the following issues were raised:

1. Assisting people to live at home was identified as an issue, partly due to the stronger informal care arrangements.
2. Performance on waiting lists was variable. This was partly due to staff attendance and the new HRMS system would assist with the monitoring of this.
3. A workshop had been held to look at Fair Access to Care Services (FACS) to ensure a more consistent approach across the county.
4. Work was being done to balance delivery of services against needs with more attention being paid to determining needs and engaging communities and carers.

5. The Department had put in place a system rewarding good performance of staff and increased career path potential to improve recruitment and retention.
6. Work was being done together with the Borough Council to ease blockages in the waiting lists through a joint approach.
7. Members requested information on the success of the joint appointments of occupational therapists in Warwick and Nuneaton & Bedworth.
8. There was evidence that carers were requesting assistance from Social Services earlier than before and in some cases wanting help from Social Services to promote the independence those being cared for.
9. The new Carers Act 2004 required local authorities to be more proactive with the rights of carers. A Carers Partnership Board had been proposed to focus on carer issues.

It was Resolved

- a) That the Area Committee note the Social Services (Adult) performance to August 2005 in respect of Older People Helped to Live at Home and associated indicators.
- b) Endorse any proposed remedial action.

#### **4. Draft School Organisation Framework 2005/10**

The Committee considered the report of the County Education Officer seeking comment on the draft School Organisation Framework 2005/10.

Phil Astle noted that while the statutory requirements for a School Organisation Plan had been repealed in March 2005, discussions with the School Organisation Committee and Cabinet had resulted in the draft School Organisation Framework 2005/10. He added the following points:

- i. The Framework included issues covered in and contributed to the Every Child Matters agenda.
- ii. Part of the impact of falling role numbers could be countered by alternative uses of schools such as Extended Schools and expansion of childcare and Children's Centres.
- iii. Government had included a presumption against closing rural schools.

Resolved

- a) That the Area Committee note the draft School Organisation Framework 2005/10.
- b) That the following comments of the North Warwickshire Area Committee be forwarded to the Cabinet:
  1. In the developing educational world, the Education Act in March 2006 was expected to create a strategic role for Local Authorities. The Authority would need a robust framework for school places and the Area Committee supported the concept

- of a robust School Organisation Framework that could be measured against.
2. The approach of the Framework needed to ensure that schools provided the best quality learning and teaching experience for young people.
  3. The Area Committee supported the strategy for tackling issues and while they agreed that a target of 7% surplus places was reasonable, when assessing quality of provision and learning experiences, schools with 60 pupils or less should be reviewed.

## **5. North Warwickshire Area Community Education Annual Report – October 2005**

The Committee considered the report of the County Education Officer outlining progress on the work of the North Warwickshire Community Education services that include the Area Community Education Council (ACEC), the Adult Service and work of the Youth Service.

During the ensuing discussion the following points were raised:

1. There had been a good response to the advertisement for a Youth Worker and the short-listing would take place in mid-December.
2. Where grants are given for projects run in Youth Centres, Youth Workers work with young people and success and benefit are measured through the monitoring of numbers attending projects and the process experienced to achieve certain levels.
3. There was a Quality Assessment Framework in place for Adult Funding including scheme work, schedule and learning plans with assessment being monitored and users carrying out self-assessment.
4. Members agreed to receive an e-mail briefing note outlining the tasks carried out by the WEA for the Adult and Community Learning Services and other services offered by them.
5. There was a need to continue improvements on buildings to make venues friendlier and more accommodating, particularly for disabled users.
6. Youth Centres opened two or three nights a week, with an average of 20 to 25 young people attending per night.
7. Staff were being trained to deal with the sensitive issue of teenage pregnancy. It was noted that teenage pregnancy was a national problem and that the Teenage Pregnancy Partnership Board was one of Warwickshire's most effective partnership boards.
8. Members agreed that over the past year with the introduction of the Children Act and the Youth Matters Green Paper, together with the successful Ofsted inspection, that Warwickshire was on the brink of a breakthrough for youth services and all supported the way forward.

Resolved

That the North Warwickshire Area Committee endorse the progress report of Youth & Community and Adult Community Learning Services in North Warwickshire.

## **6. Warwickshire Provisional Local Transport Plan 2005**

The Committee considered the report of the Director of Planning, Transport and Economic Development seeking the views of the Area Committee on the proposals contained in the Warwickshire Provincial Local Transport Plan 2005 prior to submitting a Final Local Transport Plan in March 2006.

Lee White introduced Lisa Jones, Transport Planner, to the Committee. He noted that while he would continue to lead of bus related issues, Lisa would co-ordinate the overall area of transport.

During the ensuing discussion the following points were raised:

1. A draft Local Transport Plan had been submitted to Department of Transport in 2004. This had had to be reviewed following a change of direction by the Department to delivery of shared priorities in places of education, employment, health care and significant centres focussing on air quality, accessibility, road safety and congestion.
2. As advocates on behalf of the travelling public of Warwickshire, there was a need to negotiate with providers of public transport to ensure passengers had good quality, safe journeys.
3. Members requested that they be kept informed of any developments regarding transport.
4. A strategic document had been produced for Government as a statutory requirement. Specific local schemes would continue to be ranked and dealt with as before and Members were asked to report any traffic issues to the Traffic Forum scheduled for 5 December 2005.
5. Members welcomed the Atherstone Bus Station upgrade.
6. Lee White undertook to investigate the funding for the bypass of Dosthill on the A51, in conjunction with Staffordshire County Council.

Resolved

That the Area Committee approve the proposals contained in the Provincial Local Transport Plan for the Northern Warwickshire Area.

## **7. North Warwickshire Area Business Plan 2005/06 – Half-year Update**

The Committee considered the report of the County Solicitor and Assistant Chief Executive outlining the performance of County Council services against the North Warwickshire Area Business Plan. It was noted that performance was recorded against milestone targets and key performance indicators.

During the ensuing discussion the following points were raised:

1. Where young people were excluded from schools the managed transfer from one school to another was crucial.
2. Where Fire and Rescue Services attended accidental dwelling fires, they now administer oxygen until the arrival of the

- paramedics. This was recorded as an injury. The red indicator for this issue was therefore misleading.
3. Members were pleased to note the decrease in delayed discharges at George Elliot Hospital.
  4. Members requested more detailed information of the following areas:
    - i. the numbers of excluded pupils in North Warwickshire.
    - ii. the reasons for the forecast 8% increase in road accident injuries.
    - iii. why retention rates in Libraries were decreasing.
    - iv. Progress on environmental traffic calming measures at Manor Road, Mancetter and Harpers Lane/Nuneaton Road, Mancetter.

Resolved

That the North Warwickshire Area Committee note the contents of this report.

## **8. North Warwickshire Community Development Fund 2005/06**

The Committee considered the report of the County Solicitor and Assistant Chief Executive giving details of the applications received for the Area for this year's (2005/06) Community Development Fund.

Members noted their support of the recommendations and thanked the officers for their work.

Resolved

1. Area Committee note last year's successful applications.
2. Committee members confirm eligibility of this year's applications.
3. Members agree the grants recommended for the agreed applicants outlined in the report.

## **9. Community Development Worker – Social Inclusion Funding**

The Committee considered the report of the County Solicitor and Assistant Chief Executive informing the Area Committee on the continued progress of a project that has received Social Inclusion funding support.

Resolved

1. That the Area Committee notes and supports progress made by the Community Development Worker and Assistant Community Development Worker during May to November 2005 of the project.
2. To confirm the appointment of Councillor Brian Moss as the second Area Committee representative to join the Community Development Worker steering group.
3. Members note the date of the termination of the 3 year Service Level Agreement between Warwickshire County Council and North

Warwickshire Council for Voluntary Service for the post of Community Development Worker (North Warwickshire) – 31<sup>st</sup> March 2006 and agree to receive a further report at the meeting on 1 February 2006.

#### **10. North Warwickshire Well-being Fund – Mid term report; End of year reports and New Commissions**

The Committee considered the report of the County Solicitor and Assistant Chief Executive outlining:

- progress after 6 months of a Well-being commission agreed by Members at February 2005 Area Committee.

Education & Life Long Learning theme group:  
'Development of a Community Facility at Birchwood Primary'.

- The two end of year reports for Well-being commissions agreed by Members at November 2004 Area Committee.

Transport theme group:  
'Car-Go-Bus' – Purchase wheelchair accessible vehicle'  
'Car-Go-Bus – The Buzzard, door to door service'.

- detailing three new commissions for approval.

Local Economy theme group:  
'Baseline Survey of Coleshill Industrial Estate' and 'Supporting Financial Inclusion'

Education & Life Long Learning theme group:  
'Provision of Learning Events'.

Resolved

That Members:

- 1) Note the six-month progress report (Well-being commission 2004/05) from the Education & Life Long Learning theme group on the project 'Development of a Community Facility at Birchwood Primary'.
- 2) Note the progress after one year of the two Transport theme group commissions (Well-being 2004/05): 'Car-Go-Bus – Purchase wheelchair accessible vehicle', 'Car-Go-Bus' – The Buzzard, door to door service'.
- 3) Approve new commissions to the Well-being Fund (2005/06) from Local Economy Theme group of the North Warwickshire Community Partnership for 'Baseline Survey of Coleshill Industrial Estate' and 'Supporting Financial Inclusion' project.

- 4) Approve new commission to the Well-being Fund (2005/06) from Education & Life Long Learning Theme Group for 'Provision of Learning Events'.

**11. Provisional Items for Future Meetings**

The Committee agreed the provisional items identified for future meetings.

**12. Any Other Items**

None.

**13. Reports containing exempt information**

The Committee agreed that members of the public be excluded from the meeting for the agenda item mentioned below on the grounds that their presence would involve disclosure of exempt information as defined in Paragraph 9 of Part 1 of Schedule 12A to the Local Government Act 1972".

Members of the Public left the meeting.

**14. Exempt Minutes of the meeting held on 14 September 2005**

The exempt Minutes of the meeting held on 14 September 2005 were agreed as a true record.

**Date of next meeting**

The Committee noted that the next meeting of the Committee would take place on Wednesday 1 February 2006 with the venue to be confirmed.

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Chair of Committee

The Committee rose at 8.30 p.m.