



South Joint Committee

Notice of Meeting

Thursday 19 June 2008

6.00 pm

**Ettington Village Hall
Rogers Lane
Ettington**

Members of the Committee are requested to attend

Chair To be appointed

Vice-Chair To be appointed

District Councillors:

Rev N Beamer	P Moorse
M Beckett	G Roache
S Beese	K Rolfe
M Brain	C Saint
R Cheney	V Seaman
R Cockings	I Seccombe
J Fradgley	P Seccombe
A Gardner	J Taylor
S Gray	R White
T Honychurch	

County Councillors

C Saint
I Seccombe
J Dill-Russell
R Hyde
M Perry

Paul Lankester
Chief Executive – Stratford-on-Avon District Council

Jim Graham
Chief Executive - Warwickshire County Council

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SOUTH JOINT COMMITTEE

19 June 2008

AGENDA

1. Appointment of Chair

To appoint a Chair for 2008/09.

2. Appointment of Vice-Chair

To appoint a Vice-Chair for 2008/09.

3. Apologies for Absence

4. Disclosure of Interests

(Note: Members are reminded that the Code of Conduct provides that should they have a prejudicial interest in any matter under discussion, then providing the matter is considered in public session, they are entitled, with the consent of the Chair, to make representations and answer questions if members of the public are granted the same entitlement. Members must leave the room before the ensuing debate and vote and must not attempt to improperly influence a decision about that matter)

PART A - Non-Executive functions

5. Terms of Reference and Standing Orders

(Pages 1 - 24)

To note the Terms of Reference and Standing Orders.

6. Name of the Joint Committee

To confirm the name of this Committee.

7. Public Question Time

To consider questions for which prior notification has been given to the Proper Officer (at least one working day before the meeting).

8. State of the District

(Pages 25 - 30)

To consider a report on the state of the district.

PART B - Executive functions

9. Funding Criteria

(Pages 31 - 38)

To consider the process for establishing the new criteria for awarding grants.

10. Grants Funding

(Pages 39 - 136)

To consider funding for specific grants.

11. Dog Control Order

**(Pages 137 -
140)**

To consider a proposal to declare a Dog Control Order for the district.

Part C - Other Matters

12. Dates, starting time and venue for future meetings

To consider the starting time and venues for meeting of the Committee scheduled to be held during 2008-09.

24 July 2008
25 September 2008
18 December 2008
19 March 2009

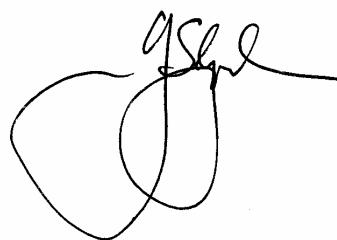
13. Provisional Future Agenda Items

14. Urgent Business

To consider any business which, in the opinion of the Chairman, is urgent in accordance with the provisions of Section 100B (4) of the Local Government Act 1972.



Chief Executive
Stratford-on-Avon District Council



Chief Executive
Warwickshire County Council

SOUTH JOINT COMMITTEE

19 JUNE 2008

Joint Committee Standing Orders

Joint Report of the Strategic Director of Performance and Development, Warwickshire County Council and Monitoring Officer and Solicitor to the Council, Stratford On Avon District Council

Recommendation

That the Joint Committee notes the Standing Orders (Appendix 1) that have been adopted by each Council for this committee and for the other 2 joint committees established in the Stratford on Avon area.

1. Warwickshire County Council and Stratford-on-Avon District Council have agreed to establish three joint committees in the Stratford on Avon Area. These proposals, including the Standing Orders and delegations to the joint committees, have been approved by each Council.
2. The Standing Orders and delegations which apply to the three joint committees are attached at Appendix 1.
3. The Joint Committee is asked to note the Standing Orders (Appendix 1) that have been adopted by each Council for this committee and for the other 2 joint committees established in the Stratford on Avon area.

David Carter
Strategic Director of Performance
and Development
Warwickshire County Council

Liam Nevin
Monitoring Officer and Solicitor to the
Council
Stratford-on-Avon District Council

3rd June 2008

THE STRATFORD-ON-AVON DISTRICT JOINT COMMITTEES

STANDING ORDERS

1. Definitions

In these Standing Orders the following definitions will apply;

- 'Chair' means the chair for the time being of a Joint Committee elected in accordance with these Standing Orders
- 'Committee administrator' means the officer nominated by the Councils to take responsibility for the administrative requirements in relation to a Joint Committee such as the publication of agendas, circulation of reports, publication of minutes etc
- 'Councils' means the Warwickshire County Council and the Stratford-on-Avon District Council
- 'Forward Plan' means the plan issued on a monthly basis by each Council containing details of all the key decisions which that Council intends to take over the coming four month period
- 'Joint Committee' means any joint committee established between the Warwickshire County Council and the Stratford-on-Avon District Council and operating within the geographical boundary of the Stratford-on-Avon District Council and any shall include any sub-committees established by a Joint Committee.
- 'Key Decision' means a decision made by a Joint Committee in the exercise of an executive function which meets the criteria for key decisions as determined by either Council
- 'Locality Forum' means the six local forums which operate within the Stratford-on-Avon District Council boundary and which also fulfil the functions of the Partners and Communities Together (PACT) panel meetings
- 'Members' means those elected members of the Warwickshire County Council and of the Stratford-on-Avon District Council who are appointed by the Councils to sit on a Joint Committee. For the avoidance of doubt, the term 'Members' does not include co-opted members

- 'Monitoring Officer' means the monitoring officer of either Council or his / her representative as nominated to take responsibility for a Joint Committee
- 'Proper Officer' means the Chief Executive of the Warwickshire County Council or the Stratford-on-Avon District Council or their respective nominees
- 'Vice Chair' means the vice-chair for the time being of a Joint Committee elected in accordance with these Standing Orders

2. Application

These Standing Orders apply to the joint arrangements between Warwickshire County Council and Stratford-on-Avon District Council for the operation of the agreed Joint Committees within the geographical boundary of the Stratford-on-Avon District Council.

3. Role and Remit

- 3.1 Each Joint Committee shall have the responsibilities set out in Appendix 1 in respect of their area except in so far as the matter has been reserved to full Council or Cabinet or delegated to other persons (including officers) of either Council under their respective constitutions.
- 3.2 The Joint Committees may exercise such executive and non-executive powers within their area as the Councils may agree should be delegated to them from time to time.
- 3.3 A Joint Committee may re-delegate to any sub-committee appointed by it all or any of the powers and duties delegated to it by the Councils.
- 3.4 The Joint Committee may only take decisions that will not, in the opinion of the Monitoring Officers affect other areas of the District or County (the "no harm" rule). Any proposed decisions that, in the opinion of the Monitoring Officers, will infringe the no harm rule shall be dealt with in accordance with the constitutions of the respective Councils.
- 3.5 Where it is not clear or there is some dispute as regards which Joint Committee or whether a Joint Committee should consider a particular matter it shall be referred to the Monitoring Officer of each Council for a joint decision on the matter.

4. Membership

- 4.1 The Members of each Joint Committee shall be all the Warwickshire County Council elected members and all the Stratford-on-Avon District Council elected members whose electoral divisions or wards fall wholly or partly within the relevant locality areas agreed by the Councils from time to time.
- 4.2 Each Joint Committee will actively encourage the attendance at meetings of other agencies or bodies serving or contributing to the well-being of the area as non voting, co-opted members. Co-optees will have the power to speak but will not have the power to vote.

5. Appointment of Members

- 5.1 Appointment of Members to each Joint Committee continues until;
- (i) the person appointed is removed by the Council
 - ii) the person appointed ceases to be an elected member
 - (iii) the person appointed resigns
- 5.2 Where an elected member has been suspended as a Councillor under either Councils' Code of Conduct for Elected Members, he or she may not act as a representative of the Council on the Joint Committee. At the end of the period of suspension, the elected member may resume office.
- 5.3 Subject to Standing Order 12 (Quorum), a vacancy on a Joint Committee cannot invalidate its powers to make decisions or discuss appropriate items.

1. Appointment of Chair and Vice Chair

- 6.1 At the first meeting and thereafter at the 'annual meeting' each Joint Committee must appoint a Chair and a Vice Chair from amongst its Members. Voting on the appointment of a Chair and Vice Chair will be in accordance with Standing Order 16.
- 6.2 Casual vacancies occurring during the offices of either the Chair or the Vice Chair will be filled by the Committee at its next available meeting.
- 6.3 Save in the case of Councillors who are elected members of both Councils, the Chair and Vice Chair shall not be drawn from the same Council and shall rotate annually such that consecutive Chairs and consecutive Vice Chairs shall not be drawn from the same nominating body.

7. Annual Meeting

- 7.1 Each Joint Committee shall hold an 'annual meeting' once a year. This meeting shall be the first meeting of the Committee in the new Council year and will take place at a meeting which follows the annual meeting of each of the Councils.
- 7.2 The annual meeting shall;
- (i) elect a Chair
 - (ii) elect a Vice Chair
 - (iii) approve the minutes of the last meeting
 - (iv) consider any other business set out in the agenda

8. Time and Place of Meetings

- 8.1 Each Joint Committee will meet at least 4 times in any municipal year in accordance with a timetable agreed in advance by the Councils, taking into account the requirements of Standing Order 7.1 (Annual Meeting).
- 8.2 Special (additional) meetings may be called at any time by the Chair of the Committee or by the Proper Officer of either Council if he/she considers it necessary or appropriate.
- 8.3 Meetings will in general be held within the geographical boundary of the relevant Committee. From time to time, the Committee may where it is in the interests of improving service delivery and / or public engagement agree to hold a meeting outside of its geographical area but within the Stratford-on-Avon District.

9. Notice and Summons to Meetings

- 9.1 At least 5 clear days notice will be given to the public of the time and place of meetings of the Joint Committees by posting details of the meeting at the designated office of each Council and on each Council's website.
- 9.2 Except where the law permits otherwise, at least 5 clear days before a meeting, a summons signed by the Proper Officer must be sent by post to every member of the Committee or left at their usual place of residence or such alternative address as notified to either Council in writing. The summons will give the date, time and place of each meeting and specify the business to be transacted and will be accompanied by such reports as are available.
- 9.3 Lack of proper service of a summons upon any Member will not invalidate the meeting.

10. Agenda Items

- 10.1 Subject to the requirements of Standing Order 7.2 above, the agendas for meetings of the Joint Committees shall be fixed by the relevant Chair in consultation with the Monitoring Officer subject to any legal requirements.
- 10.2 Every agenda shall include an opportunity for public question time. (Standing Order 20)
- 10.3 Any Member may require that an item is added to the agenda of the next available meeting.
- 10.4 Co-opted members and the chairs of any Locality Forum can request that an item is added to the agenda of the Joint Committee which is relevant to their area, such addition to be at the discretion of the Chair.
- 10.5 The agenda will distinguish between executive and non executive items of business.

11. Role of the Chair

- 11.1 It shall be the duty of the Chair to conduct the meeting efficiently and effectively and at all times to act reasonably. The Chair shall have full power to conduct the meeting in the way that he/she considers most expedient and to decide upon any points of procedure subject only to statutory requirements (if any) and these Standing Orders.
- 11.2 The decision of the Chair shall be final however, where any member raises a point of order (ie concerning these procedural rules or the law), the Chair must seek and take account of the advice of the relevant Monitoring Officer before giving any decision.
- 11.3 If at any meeting the Chair is absent, the Vice-Chair shall preside, but if the Vice-Chair is absent another Member chosen by those members present from amongst the Members representing the same authority as the Chair shall preside for the meeting.

12. Quorum

- 12.1 Subject to any legal requirements from time to time in place, the quorum at meetings shall be one fifth of the number appointed to the Committee, provided always that there shall be at least two Warwickshire County Council elected members and two Stratford-on-Avon District Council elected members present.

12.2 If the Chair declares that there is no quorum, the meeting will adjourn immediately. Remaining business will be considered at a time and date fixed by the Chair or if none, at the next ordinary meeting of the Committee.

13. Duration of meetings

13.1 Unless the majority of Members present vote for the meeting to continue, any Joint Committee meeting that has lasted for 3 hours will adjourn immediately. Remaining business will be considered at a time and date fixed by the Chair and if none, at the next ordinary meeting of the Committee.

14. Attendance by elected members as observers

14.1 Subject to the rules of the Council to which they are elected, to Standing Orders 21 (Disorderly Conduct by Members) and 24 (Probity and Ethics) any elected member of either of the Councils can attend any meeting of a Joint Committee as a non-speaking observer. Such observer may be invited at the Chair's discretion to speak at that meeting but may not vote.

15. Record of attendance

15.1 Each Member present during the whole or any part of any meeting must sign his/ her name in the relevant attendance book

16. Voting

16.1 All items of business will be decided by a majority of those present unless the law or these Standing Orders specifically require otherwise.

16.2 Each Member shall have one vote.

16.3 Co-opted members will not have the power to vote.

16.4 In the event of equality of votes, the Chair (or the person presiding), if otherwise eligible to vote, will have a casting vote. There will be no restriction on how the Chair chooses to exercise a casting vote.

16.5 The Chair will take the vote by show of hands, or if there is no dissent, by affirmation of the meeting.

16.6 Immediately after the vote is taken, any Member at the meeting can require that their individual vote be recorded in the minutes.

17. Resolutions

17.1 All resolutions (which includes any suggested amendments) must be moved at the meeting and must be about matters for which the Committee has a responsibility or which affect the area and are related to the business specified on the agenda.

17.2 Rights of reply – order

Rights of reply shall be exercised in the following order;

- i. the mover of an amendment;
- ii. where there is more than one amendment, the rights of reply shall be exercised in the order the amendments were moved;
- iii. the mover of the original (substantive) resolution

A Member exercising a right of reply shall confine his/herself strictly to answering previous observations and shall not introduce any new matter.

17.3 The procedures below apply to the following resolutions;

(a) If a resolution to ***'proceed to the next business'*** is seconded, the Chair, if he/she considers there has been sufficient discussion about the matter, shall without further discussion, give the mover(s) of the original resolution and any amendments a right of reply before the resolution is put to the vote.

(b) If a resolution ***'that the question now be put'*** is seconded, the Chair, if he/she considers there has been sufficient discussion about the matter will immediately put the resolution to the vote without debate. If the resolution is passed, then without further discussion the mover(s) of the original resolution and any amendments will be given a right of reply before the original resolution is put to the vote.

(c) If a resolution to ***'adjourn the debate'*** or to ***adjourn the meeting*** is seconded, the Chair, if he/she considers there has been sufficient discussion about the matter will immediately put the resolution to the vote without discussion.

17.4 Any of the resolutions in Standing Order 17.3 shall be moved without comment by a Member who has not spoken on the matter at the conclusion of the speech of another Member. If such a resolution is not carried the same motion shall not be moved within a period of 30 minutes without the agreement of the Chair.

18 Rules of debate

- 18.1 Subject to legal requirements, it is intended that the Chair of the Joint Committee has the greatest amount of flexibility to conduct business in the way that he/she considers is most effective. For the avoidance of doubt this Standing Order shall take precedence over Standing Order 17.2.
- 18.2 The conduct of business including speeches and debates at meetings will be at the discretion of the Chair acting reasonably.

19. Special Rules for Executive Decisions Forward Plan Requirements

- 19.1 Each Council shall be responsible for ensuring that their respective access to information and Forward Plan rules are followed in cases where any decision proposed to be taken by a Joint Committee amounts to a Key Decision in relation to a function of that Council under their respective constitutions.

Notice of Executive Decisions

- 19.2 Notice of any executive decisions taken by a Joint Committee will be published electronically, normally within 2 working days, and made available to the elected members of each Council.
- 19.3 The decision will come into force and may then be implemented on the expiry of 5 working days after the publication date unless the decision is called-in in accordance with Standing Orders 19.4 – 19.9.
Call-in
- 19.4 Subject to the restrictions contained in Standing Order 19.5 and 19.9, call-in shall apply to any executive decisions (as identified in Appendix 1) made by a Joint Committee.
- 19.5 Call-in can only be exercised by an elected member in respect of functions delegated to a Joint Committee by his/ her Council as identified in Appendix 1. This does not prevent either Council exercising call-in in the case of functions which are jointly delegated to a Joint Committee as identified in Appendix 1.
- 19.6 Subject to Standing Order 19.7, the call-in rules which apply will be the rules of the Council exercising the right of call-in.

- 19.7 Where both Councils exercise call-in in respect of functions which are jointly delegated to a Joint Committee, each Council shall follow its own respective call-in rules unless such arrangements are in place which would enable the Councils to undertake joint scrutiny of the decision. In either case, the Monitoring Officer of each Council shall discuss the arrangements for the operation of call-in.
- 19.8 For the purposes of the County Council's call-in procedures (the County Council's Standing Orders 11 and 12), the term 'Area Committee(s)' shall include the Stratford-on-Avon District Joint Committees.
- 19.9 Where a decision of a Joint Committee is called-in, it cannot be implemented until the conclusion of the relevant call-in process.
- 19.10 In order to ensure that call-in does not cause unreasonable delay and is not abused, the following limitations shall apply;
- (a) the call-in procedure can only be used once in respect of any particular decision;
 - (b) Where as a result of call-in the matter is referred back to the decision maker for final decision or the decision is otherwise deemed to take effect, no further call-in may be exercised;
 - (c) Call-in shall not be exercised by a Council who has treated the decision as an urgent decision in accordance with their own urgent decision rules.

20. Public Question Time

General

- 20.1 The Chair has the general power to manage the public question and answer session and has the discretion to reject any question which
- (i) Has already been answered;
 - (ii) Is not relevant to the business of the Committee or within its remit;
 - (iii) He/she considers unsuitable.
- 20.2 Where a number of members of a particular organisation wish to ask questions on related matters, the Chair may limit the number of questioners as he/she considers appropriate.
- 20.3 Unless otherwise agreed by the Chair, the public question and answer session shall be limited to 30 minutes.

Questions

- 20.4 Questions should be notified in writing and received by the Proper Officer at least one full working day before the meeting.

- 20.5 Each question should give the name and address of the questioner and the name and date of the meeting to which it is to be put.
- 20.6 A record in a book open to public inspection will be kept of each question received and a copy of the question will immediately be sent to the Chair or any other person to whom the question is likely to be put.
- 20.7 The questioner may ask a maximum of 2 questions.
- 20.8 Each questioner shall have a maximum of 3 minutes to speak.

Procedure at the meeting

- 20.9 The Chair will take the questions in the order that he/she considers most appropriate.
- 20.10 The questioner will be invited to ask the question and the Chair or relevant person will reply.
- 20.11 The questioner may ask one supplementary question. Any supplemental question must arise out of the original question or the reply and, unless agreed by the Chair, must not be interpreted as allowing a debate of either the question or the reply.
- 20.12 The Chair has the discretion to decide whether discussion will take place on any question.
- 20.13 Questions and answers given at the meeting will be recorded in the minutes.

Absence of questioner

- 20.14 In the absence of the questioner the Chair has discretion over how to deal with the question and may put the question him/ herself to the meeting

Form of answers

- 20.15 Answers may take the form of either a direct oral answer or reference to a publication. Where an oral answer cannot immediately be given, a written answer may be given to the questioner as soon as practicable following the meeting.
- 20.16 Any question which cannot be dealt with during public question time, either because of lack of time or absence of the appropriate person, will be dealt with by written answer.

- 20.17 All written answers given following the meeting will be circulated to all Members and unless the contents would involve disclosure of exempt or confidential information shall normally be made public.

Referral of the question to another body

- 20.18 Any Member may move that the subject matter be referred to another body for decision. Once seconded, such a motion will be voted on without discussion.

21. Disorderly conduct by Members

- 21.1 If at any meeting a Member persistently disregards the ruling of the Chair by behaving improperly or offensively or deliberately obstructs business, the Chair may move that the Member not be heard further. If seconded the motion will be voted on without discussion.
- 21.2 If at any meeting a Member continues to behave improperly after such a motion is carried, the Chair may move that either the Member leaves the meeting or that the meeting is adjourned for a specified period. If seconded, the motion will be voted on without discussion.

22. Disturbance by the Public

- 22.1 If at any meeting, there is a general disturbance making conduct of the business not reasonably possible, the Chair has the power to adjourn the meeting for as long as he/she thinks necessary.
- 22.2 If there is a general disturbance in any part of the meeting room open to the public, the Chair may call for that part to be cleared.
- 22.3 The Chair has the power to remove members of the public from a meeting in accordance with Standing Order 27.6

23. Minutes

- 23.1 Minutes will be taken of every meeting of a Joint Committee.
- 23.2 Minutes will contain all resolutions and amendments moved at the relevant meeting.
- 23.3 Every set of minutes will be taken to the next suitable meeting where the Chair will move that they be approved as an accurate record.
- 23.4 Once approved the minutes shall be signed by the Chair.

23.5 The minutes of every meeting, excluding any part of the minutes or record when the meeting was not open to the public which disclose exempt or confidential information (as defined in Standing Order 27), will be made available for public inspection for up to six years after the date of the meeting.

24. Probity and Ethics

Members will abide by any ethical rules or guidance set out in the following;

- (i) As stipulated by law (whether common law, statute, subsidiary legislation, statutory code or guidance)
- (ii) As issued by the Council to which they are elected
- (iii) As issued by any other organisation / body if such rules or guidance are adopted by the Council to which they are elected.

25. Elected Member Access to Reports

25.1 Subject to the rules of the Council to which they are elected, all elected members of each Council will be entitled to inspect any report or document which is in the possession or control of a Joint Committee.

25.2 Any disputes in relation to the rights of access, whether under these Standing Orders or otherwise, of any elected member to documents or reports connected with a Joint Committee shall be referred to the Monitoring Officer of the Council to which the function relates provided always that there is consultation between the Monitoring Officers before a final decision is made.

26. Access to Information and Confidentiality

Subject to any legal rights of disclosure which are available to elected members any confidential or exempt information and documentation disclosed to elected members must be kept confidential by them.

27. Public Access to Meetings

27.1 Subject only to the exceptions in these Standing Orders, Members of the public may attend all meetings.

27.2 Subject only to the exceptions in these Standing Orders, Members of the public shall have the right to speak on any matter on the open part of the agenda. The Chair may impose any of the limits set out in Standing Order 20 and may manage the public right to speak in such way as he/she sees fit.

27.3 The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of proceedings that confidential information would be disclosed

27.4 Confidential information means information given to the Council by a Government Department on terms which forbid its public disclosure or information which cannot publicly be disclosed by or under any enactment or Court Order.

27.5 The public may be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of proceedings that exempt information would be disclosed. Exempt information means information falling within the categories of information set out in Appendix 2.

27.6 Any member of the public who interrupts proceedings or acts improperly shall firstly be warned by the Chair that if their conduct continues, the Chair will request that they leave or order them to be removed from the meeting.

28 Public Access to Agenda and Reports before the Meeting

28.1 The Councils will make copies of the agenda and accompanying reports open to the public and available for inspection at the designated office of each Council and on the web-site of each Council at least five clear days before the meeting unless a shorter period is permitted by law.

28.2 Where a report is not included with the agenda, the Councils shall make each such report available to the public for inspection as soon as the report is completed and sent to elected members.

28.3 Nothing in this rule requires the disclosure of any report containing confidential or exempt information as defined in Standing Order 27.

29. Access to Minutes etc After the Meeting

29.1 The Councils will as soon as reasonably practicable after a meeting, and for a period of six years from the date of the meeting, make available copies of the following;

- (a) The minutes of the meetings of the Joint Committee or records of decisions taken excluding any part of the minutes when the meeting was not open to the public which disclose exempt or confidential information;
- (b) A summary of any proceedings not open to the public where the minutes open to inspection would not provide a reasonably fair and coherent record;
- (c) The agenda for the meeting;
- (d) Reports relating to items when the meeting was open to the public.

30. Background Papers

- 30.1 Every officer originating a report for a Joint Committee shall ensure it includes a list of those documents (called background papers) relating to the subject matter of the report which in his/her opinion;
- (a) Disclose any facts or matters on which the report or an important part of the report is based; and
 - (b) Which have been relied on to a material extent in preparing the report except published works or those which would disclose exempt or confidential information (as defined in Standing Order 27)
- 30.2 Each Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers in respect of reports originating from them.

31. Supply of Copies

- 31.1 The Councils will supply to any person who so requests;
- (a) Any agenda and reports which are open to public inspection;
 - (b) Any further statements or particulars necessary to indicate the nature of the items on the agenda;
 - (c) If the Monitoring Officer of the Council producing the information thinks fit, copies of any other documents supplied to Members in connection with an item
- 31.2 Subject to any legal provisions, a charge for copying and postage may be made for any of the above items.

Appendix 1

RESPONSIBILITIES OF THE STRATFORD-ON-AVON JOINT COMMITTEES

Each Joint Committee shall have the responsibilities set out below in respect of their area except in so far as a matter has been reserved to full Council or Cabinet or delegated to other persons (including officers) under either Council's constitution.

Function	Type of Function	Statutory Reference	Delegated By
To consider the performance of the Councils' services delivered locally within the area and to comment to the relevant Overview and Scrutiny Committee or the Executive as appropriate	Executive	Section 111 Local Government Act 1972 Section 3 Local Government Act 1999 and any other relevant enactment	Joint
To help the Council shape major proposals affecting the area and to advise the Council about the implications for the area of its objectives, plans, and policies.	Executive	Section 111 Local Government Act 1972 and any other relevant enactment	Joint
To encourage effective collaboration with public, voluntary and private sector partners locally including the locality based Community Forums incorporating the Partners and Community Together Panels	Executive	Section 111 Local government Act 1972; Section 2 Local Government Act 2000 and any other relevant enactment	Joint
To provide a forum for views of local communities and to encourage discussion and debate of matters of particular relevance to the area	Executive	Section 111 Local Government Act 1972 and any other relevant enactment	Joint
To administer revenue and capital grants (for the well-being of the local community)	Executive	Section 2, Local Government Act 2000 and Section 111 of Local Government Act 1972	Joint

<p>To approve and monitor County Council local targets and the Council's contribution to local partnership plans within the overall policy and budgetary framework of the Council and in a way which promotes the Council's overall policies</p>	<p>Executive</p>	<p>Section 111 Local Government Act 1972; Section 3 Local Government Act 1999; Section 2 Local Government Act 2000 and any other relevant enactment</p>	<p>WCC</p>
<p>Subject to a delegation from the Executive, to make decisions on any other matters within their areas, provided those decisions are within the Council's overall policies and budgetary allocations and do not affect other areas of the District</p>	<p>Executive</p>	<p>Section 111 Local Government Act 1972, Section 2 Local Government Act 2000 and any other relevant enactment</p>	<p>SDC</p>
<p>To determine such matters of particular local significance as are delegated by the Executive</p>	<p>Executive</p>	<p>Dependant on specific matter delegated</p>	<p>SDC</p>
<p>To adopt, in the following circumstances, Parish Plans and Village Design Statements which, in the opinion of the Chief Executive do not conflict with District Council policy; (a) as a local information source (b) as a material consideration in dealing with planning applications in accordance with provisions in the District Local Plan.</p>	<p>Executive</p>	<p>Planning and Compulsory Purchase Act 2004 and Local Government Act 1972</p>	<p>SDC</p>

<p>To discharge the Council's functions in respect of the following environmental initiatives;</p> <ul style="list-style-type: none"> (a) Areas of Outstanding Natural Beauty (b) Designation of Sites of Interest for Nature Conservation (c) Designation and Management of Sites as Local Nature Reserves 	Executive	<ul style="list-style-type: none"> (a) Countryside and Rights of Way Act 2000. (b) Natural Environment and Rural Communities Act 2006, and Local Government Act 1972 (c) National Parks and Access to the Countryside Act 1949 	SDC
<p>To discharge the Council's functions in respect of the management and protection of areas of archaeological interest, including sites scheduled as ancient monuments and buildings of special or historic interest</p>	Executive	Ancient Monuments and Archaeological Areas Act 1979	SDC
<ul style="list-style-type: none"> (a) To designate and/or review the boundaries of a conservation area (b) To approve conservation areas appraisals and management plans 	Executive	Planning (Listed Building and Conservation) Act 1990	SDC
<p>Subject to the powers delegated to officers, Land drainage</p>	Executive	Land Drainage Act 1991	SDC
<p>The making of Dog Control Orders</p>	Executive	Clean Neighbourhoods and Environment Act 2005	SDC
<p>To advise in respect of revisions to the District Council's Parking Strategy</p>	Executive	Section 111 Local Government Act 1972, Section 2 Local Government Act 2000 and any other relevant enactment	SDC

To make decisions on the following matters within their areas, provided those decisions are within the County Council's overall policies and budgetary applications and do not affect other areas of the County; -			
Approving locality plans	Executive	Section 2, Local Government Act 2000	WCC
Approving area sustainable community strategies	Executive	Section 2, Local Government Act 2000	WCC
Approving local environmental and/or economic schemes	Executive	Section 2, Local Government Act 2000 and any other relevant enactment	WCC
Approving changes to Schools Priority Areas	Executive	Section 89 Schools Standards and Framework Act 1998	WCC
The opening hours of local waste disposal sites provided no additional cost is involved	Executive	Section 51 Environment Protection Act 1990	WCC
Road traffic management and accident prevention schemes and road traffic regulation	Executive	Road Traffic Regulation Act 1984 and any other relevant enactment	WCC
Public transport/rural transport and community transport	Executive	Road Traffic Regulation Act 1984, Transport Acts 1985 and 2000 and any other relevant enactment	WCC
The stopping up or diversion of highways	Executive	Section 116 Highways Act 1980	WCC

Appointment to area based outside bodies (local trusts, voluntary bodies etc where the body operates wholly within their area).	Non-executive	Any enactment conferring a power to make such appointments other than those appointments reserved to the Council or the Executive of either Council by law or other provision within the constitution of either Council	Joint
Subject to the powers delegated to officers, any function relating to contaminated land	Non-executive	Environmental Protection Act 1990	SDC
Subject to the powers delegated to officers, the discharge of any function relating to the control of pollution or the management of air quality	Non-executive	Environmental Protection Act 1990 Clean Air Act 1993 Control of Pollution Act 1995	SDC
The passing of a resolution that Schedule 2 of the Noise and Statutory Nuisance Act 1993 should apply in the Council's area	Non-executive	Noise and Statutory Nuisance Act 1993	SDC
To agree proposals involving the removal of permitted development rights through Article 4 Directions	Non-executive	Town and County Planning (General Permitted Development) Order 1995	SDC
To make an order identifying a place as a designated public place for the purposes of police powers in relation to alcohol consumption	Non-executive	Criminal Justice and Police Act 2001	SDC
To advise in respect of local planning matters that are not within the delegated powers of District Council officers	Non-executive	Section 111 Local Government Act 1972, and any other relevant enactment	SDC

To make decisions on the following matters within their areas, provided those decisions are within the Council's overall policies and budgetary applications and do not affect other areas of the County; -			
Power to create, divert and stop up footpaths and/or bridleways whether by agreement or otherwise	Non Executive	Sections 118, 119, 25 and 26 Highways Act 1980	WCC
Power to determine an application for public path extinguishment order	Non Executive	Sections 118ZA and 118C(2) Highways Act 1980	WCC
Power to make a rail crossing diversion or extinguishment order	Non Executive	Section 118A and 119A Highways Act 1980	WCC
Powers to make special extinguishment or special diversion orders	Non Executive	Sections 118B, 119B and 119C Highways Act 1980	WCC
Power to make a public path diversion order	Non Executive	Section 119ZA and 119C(4) Highways Act 1980	WCC
Power to make an SSSI (site of special scientific interest) diversion order	Non Executive	Section 119D Highways Act 1980	WCC
Power to decline to determine certain applications	Non Executive	Section 121C Highways Act 1980	WCC
Duty to assert and protect the rights of the public to the use and enjoyment of highways	Non Executive	Section 130 Highways Act 1980	WCC
Duty to serve notice of proposed action in relation to obstructions	Non Executive	Section 130A Highways Act 1980	WCC
Power to apply for a variation order under Section 130B Highways Act 1980	Non Executive	Section 130B(7) Highways Act 1980	WCC
Power to authorise temporary disturbance of surface of footpath or bridleway	Non Executive	Section 135 Highways Act 1980	WCC
Power to temporarily divert footpath or bridleway	Non Executive	Section 135A Highways Act 1980	WCC
Functions relating to the making good of damage and the removal of obstructions	Non Executive	Section 135B Highways Act 1980	WCC

Powers relating to the removal of things so deposited on highways as to be a nuisance	Non Executive	Section 149 Highways Act 1980	WCC
Power to extinguish certain public rights of way	Non Executive	Section 32 Acquisition of Land Act 1981	WCC
Power to include modifications in other orders	Non Executive	Sections 53A Wildlife and Countryside Act 1981	WCC
Duty to reclassify roads as public paths	Non Executive	Section 54 Wildlife and Countryside Act 1981	WCC
Power to re-designate footpath as cycle track	Non Executive	Section 3 Cycle Tracks Act 1984	WCC
Power to extinguish public rights of way over land acquired for clearance	Non Executive	Section 294 Housing Act 1981	WCC
Power to authorise stopping up or diversion of footpath or bridleway	Non Executive	Section 257 Town and Country Planning Act 1990	WCC
Power to extinguish public rights of way over land held for planning purposes	Non Executive	Section 258 Town and Country Planning Act 1990	WCC
Power to enter into agreements with respect to means of access	Non Executive	Section 35 Countryside and Rights of Way Act 2000	WCC
Power to provide access in the absence of agreement	Non Executive	Section 37 Countryside and Rights of Way Act 2000	WCC
Power to license planting retention and maintenance of trees etc in part of highway	Non Executive	Section 142 of the Highways Act 1980	WCC
Power to authorise erection of stiles etc on footpaths or bridleways	Non Executive	Section 147 Highways Act 1980	WCC
Power to grant a street works licence	Non Executive	Section 50 of the New Roads and Street Works Act 1991	WCC

Power to license works in relation to buildings etc which obstruct the highway	Non Executive	Section 169 of the Highways Act 1980	WCC
Power to consent to temporary deposits or excavations in streets	Non Executive	Section 171 Highways Act 1980	WCC
Power to dispense with obligation to erect hoarding or fence	Non Executive	Section 172 Highways Act 1980	WCC
Power to restrict the placing of rails, beams etc over highways	Non Executive	Section 178 Highways Act 1980	WCC
Power to consent to the construction of cellars etc under street and/or the making of openings into cellars etc under streets and pavement lights and ventilators	Non Executive	Sections 179 and 180 Highways Act 1980	WCC

Appendix 1

TABLE OF EXEMPT INFORMATION

Category of Exempt Information	Qualifications
1. Information relating to any individual	
2. Information which is likely to reveal the identity of an individual	
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Information within paragraph 3 is not exempt if it must be registered under various statutes, such as the Companies Act, Charities Act or Building Societies Act
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority	'Labour relations matters' are as specified in paragraphs (1) to (g) of Section 218(1) of the Trade Unions and Labour Relations (Consolidation) Act 1992, ie, matters which may be the subject of a trade dispute
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings	
6. Information which reveals that the authority proposes; (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment	
7. Any action taken or to be taken in connection with the prevention, investigation or prosecution of a crime	

SOUTH JOINT COMMITTEE**19 JUNE 2008**

Subject: State of the District

Lead Officer: Richard Hood
Contact on 01789 260218

**Lead Member/
Portfolio Holder:** Councillor L Topham

Summary

As part of the consultation process, consideration of the state of the district needs to be assessed at meetings of the Overview & Scrutiny committees and also at each of the Joint Committees during this cycle. This report summarises the events of the past year along with an outline of proposals for the coming year.

Recommendation

That the South Joint Committee identify its views on the 'State of the District' related to its area for 2008/09.

1. Background/Information

- 1.1 The Council's Constitution adopted in April 2002 and updated in 2007, stipulates that the Council will debate the state of the district at its first meeting after the Annual meeting.
 - 1.2 This is the seventh year since the Council adopted the provision to debate annually the state of the district. This report summarises the principal elements of the consultation and key issues identified for maintaining and improving the quality of life in the District.
 - 1.3 Members are invited to debate this analysis of the past events and comment on the future proposals.
 - 1.4 **Health Inequality in the Stratford-on-Avon District**
 - 1.4.1 Overall the quality of life index produced by Local Futures places the district as 16th in the country in relation to the rest of the districts and unitary areas in the country. A presentation will be given at the Area Committee to give a detailed assessment of issues within the area covered by this Committee.
 - 1.4.2 The perception is that Stratford District is generally prosperous, enjoying high rates of employment, above average incomes and relatively low rates of crime. There are however pockets of inequality in our district which
-

cannot be ignored and we have to work together to address them.

1.4.3 National statistics show Stratford-on-Avon District as one of the healthiest areas in the country, ranking 86 out of 408 areas (source: Local Futures Study, 2006).

1.4.4 The Health Profile for Stratford-on-Avon 2006 produced by the West Midlands Health Observatory on behalf of the Department of Health and the NHS (further details available at www.communityhealthprofiles.info) identify that Stratford-on-Avon District:

Is significantly better than the national average for:

- Life expectancy (for males, females, and overall)
- Deaths from smoking
- Early deaths from heart disease, strokes and cancer
- Road injuries and deaths
- Proportion of children achieving 5 or more GCSEs grade A-C
- Proportion of low quality housing
- Level of violent crime
- Levels of teenage pregnancy
- Proportion of people who smoke
- Proportion of binge drinkers
- Healthy eaters
- Alcohol related hospital stays
- Drug misuse treatments
- Diabetes
- Children's tooth decay.

Is significantly worse than the national average for:

- % older people helped to live at home
- Mental health treatment.

1.4.5 As a consequence residents of the District live an average 1.2 years longer than the national average (source: www.nchod.nhs.uk, figures are for 2003-2005.)

1.4.6 However these overall figures mask health inequalities within the District itself. Analysis carried out by NHS Warwickshire shows there are inequalities in the distribution of good health throughout the district. For instance, the level of people with chronic heart disease in the Ward with the highest level in the District is 60% higher than that in the Ward with the lowest level.

1.4.7 Analysis of distribution of key health issues, shows that problems tend to be concentrated in a few Wards within the District rather than spread randomly between all of them. "The weight of scientific evidence supports a socioeconomic explanation of health inequalities. This traces the roots of ill health to such determinants as income, education and employment as well as to the material environment and lifestyle." (Acheson Independent Inquiry into Inequalities in Health Report, 1998.) Acheson demonstrates strong causal links between certain demographic and social factors and poor

health.

1.5 **Summary of 2007/08 key events**

- The Council's overall performance as judged by the Audit Commission's Comprehensive Performance Assessment improved from weak to good.
- There were several strategic initiatives designed to improve the area, if implemented. These are long term initiatives, not short term plans. These include:-
- The adoption of the Vision Action Plans for Alcester, Shipston and Southam
- Council Improvement Plan 2008- 2010 adopted
- Adoption of Corporate Strategy 2008-2012, which identifies the following priorities;
- A district where everyone shares in an improved quality of life
- A Clean and Green District
- A district where business and enterprise can flourish
- An excellent Council that is well managed and respected by the community
- The adoption of a Strategy for Shared Services in Warwickshire
- The agreement to form with Warwickshire County Council of Joint Committees
- The Adoption of a Homelessness Strategy 2008-2011.

1.6 **Key Events 2008/09**

- 1.6.1 The key targets and actions for the Council are as set out in the Corporate Strategy 2008-2012.
- 1.6.2 The Executive forward programme is based on these service plans, and sets out a challenging agenda for the next four months. This programme is updated monthly with information on achievements to date.
- 1.6.3 One planned action to improve working arrangements between the County and District Council is the production of a strategic Locality Business Plan. This will allow local members to target areas of activity towards what is important to them, within the County and District Council's Strategic and Financial framework.
- 1.6.4 Taking into account all the information presented, the Joint Area Committee is invited to give its views on the state of the district in relation to this Area, and its prospects for improvement.
-

1.7 **Local Issues**

1.7.1 Grants – details of the grants awarded by Council during 2007/08 are contained within Appendix 1 to the report.

1.7.2 Parish Plans – during 2007/08 the Area Community Committees adopted seven parish plans. These were for Avon Dassett, Combroke, Exhall and Temple Grafton, Long Marston, Shipston, Studley and Welford on Avon.

2. Options available to the Committee

2.1 To debate the analysis of the past events and comment on the future proposals.

3. Members' Comments

3.1 The comments of the Leader of the Council are contained in this report.

4. Implications of the proposal

4.1 **General**

4.1.1 There are no direct implications arising from this report. However, individual projects referred to in the report do have implications that will be addressed when considering each individual project or task.

4.2 **Legal**

4.2.2 See 4.1.1 above.

4.3 **Financial**

4.3.1 See 4.1.1 above.

4.4 **Environmental**

4.4.1 See 4.1.1 above.

4.5 **Corporate Strategy**

4.5.1 See 4.1.1 above.

3. Risk assessment

3.1 Not applicable.

4. Conclusion

4.1 The report outlines the past year's actions and future proposals for 2008/09.

Councillor L Topham

LEADER OF THE COUNCIL

Community Grants Awarded by ACCs in 2007/08

South ACC:

Organisation	Project	Amount
Norton Lindsey Playground Project	Playground Facility in Village Field	£15,000
Monty's Holiday Club	Summer Play scheme 2007	£400.00
Insight Creative Summer Scheme	Stratford Summer Play scheme 07	£400.00
Inclusive Leisure Education Activities Project	Summer Holiday Activity Scheme 07	£1,557.00*
Hampton Lucy Parish Council	Refurbishment of Skateboard Ramp	£450.00
Clifford Chambers Village Hall Committee	Upgrade Heating, Insulation, Windows & Doors	£4,113.00
Charlecote Village Hall	Extension and Refurbishment of Village Hall	£10,000.00
Stratford Players Wheelchair Basketball Club	Competition and running costs	£1,858.00
Bidford on Avon Parish Council	New Play Equipment for Play Area	£15,043.00
Bidford-On-Avon Bowling Club	Replacement fencing	£550.00
Nova Theatre Group	Put on a production of "Annie"	£700.00
Snitterfield Sports Club	Improve Club facilities	£12,349.00
Equine Facilitated Learning Group	To set up EFL group	£4,682.00
No.1259 Squadron ATC	Provide Band uniforms	£2,000.00
West Warwickshire District Scouts	Centenary Celebration 8 day Camp	£540.00*
Warwickshire Association for the Blind	Drop in Centre for Stratford Town centre	£1,800.00*
Inclusive Leisure Education Activities Project	Inclusive Leisure Education Activities Project	£936.00*

* Grant was awarded by Executive as the project covers whole of district. For 2008/09 district wide grants will be split between the 3 area committees. The Figure shown above represents 36% of the grant awarded by executive.

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SOUTH JOINT COMMITTEE**17 JUNE 2008**

Subject: Community Grants
Lead Officer: Contact Chris Wood on 01789 260640 or Martin Gibbins on 01789-290784
Portfolio Holders: Councillor Chris Williams (SDC)
Councillor Peter Fowler (WCC)

Summary

It is proposed that the Community Grants offered by Stratford on Avon District Council, and the equivalent grants offered by Warwickshire County Council, are combined into a single grants scheme awarded through the Joint Committees. The Joint Committee is asked its views on how the scheme should be operated; and asks that the Chair and Vice-Chair of the Committee represent it on a working party to progress this topic.

Recommendation

- (1) The Committee comments on the proposals for operating a combined grants scheme contained in this report;**
 - (2) The Chair and Vice-Chair of the Committee represent it on a working party to progress arrangements for a combined grants scheme.**
-

1 Background/Information

- 1.1 Following the establishment of 3 Joint Committees, the opportunity exists for the grants awarded at local level by both Warwickshire County Council and Stratford on Avon District Council to be integrated into a single scheme with two elements. The first element is to provide a fund that community groups apply to. The second is to provide a fund that supports project activity developed to address priorities identified by the Joint Committees.
 - 1.2 Advantages of such a scheme would include:
 - (a) Simplification of the process by which community organisations can secure grant funding, through a single process;
 - (b) Economies of scale in administration of the grants service;
 - (c) The opportunity to improve service quality by utilising the best aspects of the service currently offered by both authorities
 - (d) Enable projects to be supported that address local priorities
-

2 Financial Availability

- 2.1 Creation of a single unified grants fund will result in a potential overall pot of £397,020 per annum, made up as shown in figure A.

Figure A: Potential funding available through single grant fund

Funding from Stratford-on-Avon District Council	Budget 2008/09
Community Grants – Capital funding	£200,000
Community Grants – Revenue funding	£44,000
Funding from Warwickshire County Council	
Well being Fund	£63,890
Social Inclusion Fund	£56,450
Community Development Fund	£32,680
TOTAL AVAILABLE	£397,020

- 2.2 It is proposed that a combined grants scheme operates from the September round of Joint Committee Meetings.
- 2.3 There are a number of significant differences in the way WCC and SDC operate their respective grants schemes. These differences, together with some suggestions on which might be adopted for the combined grants scheme, are shown in Appendix A.
- 2.4 In addition to the determination of grants, discussion is currently taking place on the creation of a shared service to administer the grants function, though that process is outside the remit of this report.

3 Options available to the Committee

- 3.1 The Committee is asked to comment on which approach it prefers in each of the areas shown in Appendix A.

4 Members' Comments

- 4.1 None Received

5 Implications of the proposal

5.1 *Legal/Human Rights Implications*

- 5.1.1 There are no adverse legal/human rights implications to this report Individual grant applications will be assessed before submission to the Joint Committee

5.2 *Financial*

- 5.2.1 No comments received

5.3 *Environmental*

- 5.3.1 All grant applicants are encouraged to adopt sound environmental principles as part of the delivery of their project.

5.4 ***Equality Impact Assessment***

- 5.4.1 There are no adverse legal/human rights implications to this report
Equality Impact will be considered as part of each grant application
presented to the Joint Committee.

6 Risk Assessment

- 6.1 Failure to identify solutions to the issues identified may adversely affect
the delivery of grants to the community and this could bring the Councils
into disrepute. This risk is assessed as LOW.
- 6.1.1 Risk assessment will be considered as part of each grant application
presented to the Joint Committee.

7 CONCLUSION

- 7.1 There are significant benefits to combining the Community Grants
offered by Stratford on Avon District Council, and the equivalent grants
offered by Warwickshire County Council. The Joint Committee is asked
its views on how a combined grants scheme should be operated; and
asked to agree that the Chair and Vice-Chair of the Committee represent
it on a working party to progress this topic with a view to reporting back
to the next meeting.

Robert Walsh
HEAD OF COMMUNITY SERVICES
Stratford-on-Avon District Council

Martin Gibbins
AREA MANAGER
Warwickshire County Council

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MAJOR DIFFERENCES BETWEEN COMMUNITY GRANTS OFFERED BY STRATFORD-ON-AVON DISTRICT COUNCIL AND WARWICKSHIRE COUNTY COUNCIL

Discussion Point	SDC	WCC	Suggestion Solution
1. Maximum award	Offers percentage of total project cost based on criteria achieved (see section 5.) – the higher the number of criteria met, the higher the proportion of total project cost the grant level would normally be.	CDF - Offers a Maximum grant of £5,000 WBF/SIF – No upper limit per project	New process to be developed
2. Grant approval	Committee decides based upon the report submitted to it	The Area Committee Funding sub-group considers applications and makes recommendations to Area Committee for decision.	Process to be reviewed
3. Decision taking	Public allowed to make representations to Area Community Committee supporting their application but are excluded when funding decisions are made.	Funding sub group may seek clarification on project proposal. Public can speak and remain during Area Committee consideration of applications. Decisions are taken in public	
4. Types of Funds	Separate revenue and capital grants funds that can only be used for a approved project	Makes no distinctions between revenue and capital.	Create one grants fund with no arbitrary financial or thematic constraints or divisions

Discussion Point	SDC	WCC	Suggestion Solution
5. Criteria	Each application is scored against the objectives in the Council's Corporate Strategy. Additional points are added for projects targeted at areas of high deprivation; and those considered of particular value to the community.	CDF - applications are scored against CDF criteria that take account of deprivation, sustainability and other factors. WBF/SIF – Projects are developed that meet priorities for the Area Committee based on themes identified in LAA	LAA themes plus deprivation mapping.
6. Officer Delegation	There is delegated authority for officers to award grants of up to £400 (describe circumstances and consultation)	£Nil	£500
7. Grants of District-wide significance	Referred to Executive committee	Grants/project funding can be awarded for schemes that cover the District	Community Grants encompassing more than 1 Joint Committee's boundaries could be considered by the Committees affected by the proposal. If all Committees agreed to award the grant, the funds would be allocated pro-rata to the target beneficiaries.
8. Existing commitments	Unclaimed grants	Unclaimed grants	Allow to work through system. Re-negotiate at appropriate times in line with to-be-established criteria

Discussion Point	SDC	WCC	Suggestion Solution
9. Life of grant	With good mutually agreed reasons grant period (especially for construction related projects) may be extended for a number of years	Grants awarded must normally be claimed with 12 months. Extension of time may be given in exceptional circumstances.	Adopt WCC methodology
10. Retrospective funding	Grants may be awarded to pay costs already incurred	Grants will not be awarded to pay costs already incurred	Adopt WCC methodology This is the usual stipulation with most grant giving bodies
11. Grants to Parish Councils	Parish Councils are only eligible for grants for (a) Play Areas; or (b) Parish Plans	Will award grants to Parish Councils	
12. Private membership clubs	Private membership clubs are eligible for Community Grants.	Private membership clubs are not eligible for grants except for schemes available to general public	Adopt WCC methodology
13. Support for Projects	Does not commission work to meet priorities.	WBF & SIF commission projects to meet priorities identified by Area Committee	Adopt WCC methodology. Establish two funds: one for applications from the community (majority of funds) the second to support projects developed to address Joint Committee priorities.

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SOUTH AREA JOINT COMMITTEE**19 JUNE 2008**

Subject: Community Grants
Lead Officer: Contact Chris Wood on 01789 260640
Portfolio Holder: Councillor Chris Williams

Summary

To provide updated information on the budget available for Community Grants and details of applications received

Recommendation

That the Committee considers and awards rejects or defers grants as appropriate for the applications presented.

1 Background/Information

- 1.1 As mentioned earlier in the agenda, SDC and Warwickshire County Council officers have begun work to integrate the two authorities' grants services and it is planned that this integration will be in place in time for the September round of Joint Committee meetings. However, a number of applications to the SDC grants scheme have been received in the past few months, or are pending having been deferred at earlier SDC Area Committee Meetings due to lack of available budget or requiring further information.
 - 1.2 Details of the current SDC Grants Conditions and the approved scoring system that has been used to assess applications are contained within Appendix I. The resultant scores indicate to the Committee the level of grant aid that may be considered for each application.
 - 1.3 These are the first grants to be considered by the newly established Joint Committees. Please note however that the applications presented have been scored, for eligibility, using pre-existing SDC criteria.
 - 1.4 Councillors may wish to consider deferring some applications to September when they will be assessed by the new joint criteria. To help with this each application has been judged to be either **time critical** or not and this information appears in the tabulated appraisal of each project. This judgment has been based purely on supporting documentation and written information provided on the application form.
 - 1.5 Comments have been incorporated into the report from WCC officers. The comments are based on:
 - Whether the application has been deemed time critical by SDC
-

- Whether the application would be recommended for a grant based on the criteria of the County Councils Community Development Fund
- Whether the application would be recommended for funding as a project in its own right

2 FINANCIAL INFORMATION

The total budgets available are detailed below. Committee is asked to consider the following grant requests:

2.1 Revenue

	Balance	Grant request	Time Critical?
Initial allocation	£15,840		
Previously awarded or allocated	£1,950		Yes
Summer Play scheme Grants – agreed under delegated authority.			
<ul style="list-style-type: none"> • Quinton Holiday Club (£400) • Fun 4 Kidz, Stratford Upon Avon (£400) • Insight Summer Scheme, Stratford Upon Avon (£400) • Stourdene Holiday Club, Newbold on Stour (£350) • Tysoe Children’s Group Holiday Club (£400) 			
Total Amount Available for Allocation	£13,890		
Application			
Summer Activity Voucher Scheme		£1,500	Yes
Application No. 809			
Pillerton Priors Village Hall Management Committee		£712	No
Application No. 808			
Stratford Wanderers FC under 9s		£1,000	Yes
Application No. 829			
Long Compton First Response		£1,275	Yes
Application No 822			
Stratford on Avon Music Festival-		£1,500	Yes
Application No 849			
Tysoe Parish Council		£1,250	No
Application No 839			
Stretton on Fosse Parish Council		£982	No
Application No 832			
The Friends of the Music of Holy Trinity Church		£900	No

<p>The following applications are judged to have potential for District Wide benefits Consequently the grant requests have been apportioned as follows...</p> <p>30% East, 34% West and 36% Central</p> <p>These figures are based on population levels and also represent the percentage of Grant Funding made available to each committee in 2008/2009</p>			
<p>Application No 784 Young Enterprise South Warwickshire Total amount requested £4,000 36% of which is</p>		£1,440	Yes
<p>Application No 843 ILEAP Total amount requested £2,500 34% of which is</p>		£900	Yes
<p>Application No 828 Orchestra of the Swan Total amount requested £5,500 34% of which is</p>		£1,980	No
Total amount of new requests		£13,439	
Balance to carry forward if all applications are awarded the full amount requested.	£451		

Applicant	Summer Activity Voucher Scheme - Revenue
Project	This annual scheme provides free activity vouchers to young people living in Stratford On Avon District whose families are in receipt of means-tested benefits. This enables them to take part in summer activity schemes from which they may otherwise be excluded.
SDC Corporate Aims Met	One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i>
Deprivation Mapping	One point
Value to Community	One point Significant number of users
Equality Impact Assessment	There will be no negative impact on any sector of the community.
Risk Assessment	This scheme has been run since 2005. It is administered by SDC. The project is therefore assessed as Low Risk .
Outcomes To be achieved	<ul style="list-style-type: none"> Over 500 children from deprived families to take part in scheme Revenue support and therefore viability for all summer play schemes taking part across the district.
Total Project Cost	£20,000
Grant Request	£1,800 (36% of total £5,000 requested)
Financial Appraisal	Contained within blue confidential papers
Project Rating	Two points High priority – may be considered for 30% - 35% of total project cost i.e. £6,000 – £7,000 Award should be within the range of £2,160 – £2,520 representing the 36% allocation to Central Committee.
Notes	This scheme is match funded by WCC and Stratford Town Trust. The scheme is district wide and the application has been split between the 3 area committees. Grant applications will be considered by the 2 other Area Committees on 17 th and 26 th June.
Is Application time critical	Yes
WCC Comments	This scheme meets the criteria for a WCC grant and has been part funded by WCC each year.

Applicant	Pillerton Priors Village Hall Management Committee – 809 - Revenue
Project	Buy & hire equipment
SDC Corporate Aims Met	One Point <i>Aim 4 An excellent council that is well managed and respected by the community</i> 4.2 The council's reputation with local people is improved
Deprivation Mapping	N/a
Value to Community	N/a
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	The rest of the funding has already been secured. Therefore the project is assessed as Low Risk.
Outcomes To be achieved	<ul style="list-style-type: none"> • New tables and chairs can be handled efficiently by fewer people • Will be more attractive to users and potential users • Will be used to support the Moving Pictures rural cinema audiences
Total Project Cost	£2,856
Grant Request	£712
Financial Appraisal	Contained within blue confidential papers
Project Rating	One point Low priority – may be considered for 10% - 15% of total project cost i.e. £285 - £428
Notes	
Is Application time critical	No. It is possible that existing facilities will last a little longer
WCC Comments	No comments provided

Applicant	Stratford Wanderers FC under nines – 808 Revenue
Project	Purchase and hire of equipment and pitches and to help with general running costs
SDC Corporate Aims Met	One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i> 1.4 More people enjoy healthier lifestyles
Deprivation Mapping	N/a
Value to Community	N/a
Equality Impact Assessment	The project is aimed at Young People. However, there will be no negative impact on any sector of the community
Risk Assessment	The rest of the funding for this project is in place and the project is therefore assessed as Low Risk
Outcomes To be achieved	<ul style="list-style-type: none"> • Number of children taught football in a safe environment • Increase in sporting activities • Provide a sociable environment for parents 7 children
Total Project Cost	£2,100
Grant Request	£712
Financial Appraisal	Contained within blue confidential papers
Project Rating	One point Low priority – may be considered for 10% - 15% of total project cost i.e. £210 - £315
Notes	
Is Application time critical	Yes. The grant is for next seasons running costs. This will have already begun before the next round of grant decisions in September.
WCC Comments	The application would not be considered under the criteria used for the CDF as it is considered that running costs are the responsibility of members running the club

Applicant	Long Compton First Response – 829 - Revenue
Project	Purchase essential equipment to provide urgent medical assistance to victims of strokes heart attacks and similar medical emergencies
SDC Corporate Aims Met	One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i> 1.2 Residents have easier access to local public services
Deprivation mapping	One Point
Value to the Community	One Point The project helps to address rural isolation.
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	The balance of the funding is already in place and this project is therefore assessed as low risk
Outcomes to be achieved	<ul style="list-style-type: none"> • Save lives • Reduce public anxiety caused by remoteness from medical support • Supplement work of West Midlands Ambulance Service
Total project cost	£2,600
Grant request	£1,275
Financial Appraisal	Contained within blue confidential papers
Project Rating	Three points High priority – may be considered for 30% - 35% of total project cost i.e. £780 - £910
Notes	
Is Application time critical	Yes. This has been deemed time critical because the grant is required for emergency equipment.
WCC Comments	This application meets the criteria for a WCC local grant.

Applicant	Stratford on Avon Music Festival - 822 - Revenue
Project	Contribution to overall cost in particular workshops and concerts for children and families and the launch of a new regular feature the Festival Chorus
SDC Corporate Aims Met	One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i>
Deprivation Mapping	N/a
Value to Community	One Point The Vision for Stratford (World Class Stratford) identifies that Stratford should remain one of the UK's prime cultural destinations.
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	Funding of this project is dependant on further funding being secured through pending grant applications and potential ticket sales. The event has been successfully run in previous years. This project is therefore a Low Risk .
Outcomes To be achieved	<ul style="list-style-type: none"> • Improved quality of life for a considerable number of people • The number of people who will participate in study workshops conducted by world-class performers • The number of local people who can attend a local Festival
Total Project Cost	£78,700
Grant Request	£1,500
Financial Appraisal	Contained within blue confidential papers
Project Rating	One point Medium priority – may be considered for 20% - 25% of total project cost i.e. £15,740 - £19,675
Notes	This group previously had a 3 year funding arrangement with SDC of £1750 per year from 2005 – 2007.
Is Application time critical	Yes The organisers need to know what resources are available well in advance even though the Festival does not begin until October 2008
WCC Comments	The application does not meet the required criteria for funding under the CDF as the scheme does not fund events/festivals

Applicant	Tysoe Parish Council – 849 – Revenue
Project	Production of Parish Plan
SDC Corporate Aims Met	One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i>
Deprivation Mapping	One point
Value to Community	One point The project is to create a parish plan based on the views on the community.
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	The balance of funding has yet to be secured through business sponsorship. This project is therefore a medium risk .
Outcomes To be achieved	<ul style="list-style-type: none"> • The parish plan document will provide an action plan • Adoption of the parish plan by SDC will be used as material planning consideration • Community consultation
Total Project Cost	£2,300
Grant Request	£1,250
Financial Appraisal	Contained within blue confidential papers
Project Rating	Three points High priority – may be considered for 30% - 35% of total project cost i.e. £690 – £805
Notes	This group was awarded a grant by SDC of £421 to fund play equipment in 2005. This remains unclaimed.
Is Application time critical	No. Whilst the production of Parish Plans is a priority for both the community and for local authorities, it is possible to complete at a later date.
WCC Comments	No comments provided

Applicant	Stretton on Fosse Parish Council - 839 - Revenue
Project	Creation and maintenance of a wildflower meadow and interpretation signage.
SDC Corporate Aims Met	Two Points <i>Aim 1 A District where everyone shares in an improved quality of life</i> <i>Aim 2 A clean and green District</i>
Deprivation Mapping	n/a
Value to Community	One Point Highlighted in the village appraisal
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	No other funding for this project has been secured. The project is therefore assessed as High risk.
Outcomes To be achieved	<ul style="list-style-type: none"> • Increase the monitoring, management and enhancement of roadside biodiversity • Increase awareness of the ecological value of roadside biodiversity • Survey, designate and record all verges of ecological importance.
Total Project Cost	£982
Grant Request	£982
Financial Appraisal	Contained within blue confidential papers
Project Rating	Three points High priority – may be considered for 30% - 35% of total project cost i.e. £294 – 343
Notes	
Is Application time critical	No. This project is not time critical as it is unlikely that planting can begin over the summer months and the remaining funding has yet to be secured.
WCC Comments	No comments provided

Applicant	The Friends of the Music of Holy Trinity Church - 832 – Revenue
Project	Purchase a 2 nd hand Grand Piano to particularly encourage young musicians in the community.
SDC Corporate Aims Met	One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i>
Deprivation Mapping	N/a
Value to Community	N/a
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	The group have secured part of their funding with the remaining grant applications still pending. Therefore this project is assessed as Medium risk.
Outcomes To be achieved	<ul style="list-style-type: none"> • Provide regular performance opportunities for young musicians • Establishment of a space within the church as a performance venue accessible to all sectors of the community.
Total Project Cost	£9,000
Grant Request	£900
Financial Appraisal	Contained within blue confidential papers
Project Rating	Two points Low priority – may be considered for 10% - 15% of total project cost i.e. £900 - £1,350
Notes	
Is Application time critical	No the applicant's own timetable given in the application form allows for later decisions
WCC Comments	No comments provided

Applicant	Young Enterprise South Warwickshire -782 - Revenue
Project	Provide educational programmes in primary and secondary schools to help young people understand and give them personal experience of how business works
SDC Corporate Aims Met	Two points Aim 1 A district where everyone shares in an improved quality of life Aim 3 A district where business and enterprise can flourish
Deprivation Mapping	n/a
Value to Community	One Point This project benefits a significant number of users.
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	The majority of the funding is already in place and the project is therefore assessed as low risk.
Outcomes To be achieved	<ul style="list-style-type: none"> • 1300 pupils to attend the programme • 10 companies to be registered and participating in the National Trade fair in SuA • A target of 14 schools to participate in programme
Total Project Cost	£21,250
Grant Request	£1,440 (36% of the total £4,000 requested)
Financial Appraisal	Contained within blue confidential papers
Project Rating	Three points High priority – may be considered for 30% - 35% of total project cost i.e. £6,375 - £7,437 Award should be within the range of £2,295– £2,677 representing the 36% allocation to Central Committee.
Notes	This application is district wide and the application has been split between the 3 area committees. Grant applications will be considered by the 2 other Area Committees on 17 th and 26 th June. This organisation received a grant of £2,250 from SDC in 2005.
Is the Application Time Critical?	Yes. Activities are planned to run from September 08 – July 09 so funding needs to be secured in advance in order to plan activities
WCC Comments	Unable to assess against WCC grant criteria based on the information provided. Need information on any links to the work of the County Council's Education Business Partnership.

Applicant	Orchestra of the Swan – 828 - Revenue
Project	Enable a series of workshops and performances in community venues.
SDC Corporate Aims Met	One point Aim 1 A district where everyone shares in an improved quality of life
Deprivation Mapping	One Point
Value to Community	One Point A Significant number of users will benefit from this project
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	No other funding is in place with other grant applications pending. This group has successfully funded and run this event in previous years. The application is therefore considered Medium Risk.
Outcomes To be achieved	<ul style="list-style-type: none"> • Encourage a large number of adults to attend concerts • Encourage a large number of children to participate in educational projects • Improve quality of life for care home residents
Total Project Cost	£23,760
Grant Request	£1,980 (representing 36% of the total £5,500 requested)
Financial Appraisal	Contained within blue confidential papers
Project Rating	Three points High priority – may be considered for 30% - 35% of total project cost i.e. £7,128 - £8,316 Award should be within the range of £2,566– £2,994 representing the 36% allocation to Central Committee.
Notes	As this application is district wide it has been split between the 3 area committees. 2 other grant applications will be considered by the other Area Committees on 17 th and 26 th June. This group previously received a 3-year arts grant from SDC of £2,975 per year from 2005 – 2007.
Is the Application Time Critical?	No. The event takes place from October 2008 – June 2009.
WCC Comments	The application does not meet the required criteria for funding under the CDF as the scheme does not fund events/festivals

Applicant	ILEAP- 843 - Revenue
Project	A comprehensive program of leisure activities for disabled and non-disabled people during the Summer Holidays.
SDC Corporate Aims Met	Two point Aim 1 A district where everyone shares in an improved quality of life Aim 3 A district where business and enterprise can flourish
Deprivation Mapping	One point
Value to Community	N/a
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	Some funding secured, with the majority of grant decisions pending. The organizers of this scheme have considerable expertise acquired over previous years that the scheme has run. This project is therefore assessed as Low Risk.
Outcomes To be achieved	<ul style="list-style-type: none"> • 100 people taking part in their chosen leisure pursuits during the summer holidays • 200 parents/careers receive a short break from caring • Training of volunteers
Total Project Cost	£23,151
Grant Request	£900 (representing 36% of the total £2,500 requested)
Financial Appraisal	Contained within blue confidential papers
Project Rating	Three point High priority – may be considered for 30% - 35% of total project cost i.e. £6,945 - £8,102 Award should be within the range of £2,500– £2,917 representing the 36% allocation to Central Committee.
Notes	<p>ILEAP have a 3 year funding agreement with SDC for £2,600 pa to provide a bi-weekly Saturday club. This runs until 2009.</p> <p>Grants were awarded by SDC of £2,568 and £4,325 respectively for their 06 and 07 summer activity schemes.</p> <p>As this application is district wide it has been split between the 3 area committees. 2 other grant applications will be considered by the other Area Committees on 17th and 26th June.</p>
Is the Application Time Critical?	Yes. This holiday activity scheme takes place summer 2008.
WCC Comments	This application meets the criteria for a WCC local grant.

2.2 Capital

	Requested Award	Balance	Time Critical?
Initial allocation	£72,000		
Previously awarded or allocated	£0		
Application 838 Stratford Sports Club		£30,000	Yes
Application 807 The Shakespeare Hospice		£20,000	No
Application 804 Stratford Citizens Advice Bureau		£7,500	Yes
Application No 812 The Bridge Pre-school		£1,427	Yes
Application No 824 Brailes Parish Council		£10,000	No
Application No 841 Stratford on Avon Gliding Club		£5,000	No
Application No 834 Barton on the Heath Village Hall		£7,400	Yes
Application No 850 Townsend Hall Management Committee		£5,000	No
Total amount of new requests		£86,327	
Balance to carry forward if all applications are awarded the full amount requested.	-£14,327		

Applicant	Stratford Sports Club – 838 - Capital
Project	Improvements to buildings and facilities to improve flood defenses. This includes raising a squash court, rendering shower block surfaces, removing plasterboard and raising electrics throughout the club.
SDC Corporate Aims Met	One Point <i>Aim 1 A district where everyone shares an improved quality of life</i>
Deprivation mapping	
Value to the Community	One Point The facility services a high number of users – 1300 members and 3,000 other guests and opposition per year.
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	The majority of the funding has been secured through insurance payouts and own cash contribution, with one grant of £10,000 pending. The building is on a long term lease from SDC. This project is therefore assessed as Low risk.
Outcomes to be achieved	<ul style="list-style-type: none"> • Provision of a secure facility for sports & recreation for adults and young people within the SDC boundaries. • Provision of free or low cost coaching for in excess of 500 young people per year.
Total project cost	£396,700
Grant request	£30,000
Financial Appraisal	Contained within blue confidential papers
Project Rating	Two points Medium priority – may be considered for 20% - 25% of total project cost i.e. £79,340 - £99,175
Notes	
Is Application time critical	Yes. In the event of possible future flooding, it is desirable that the work is undertaken as soon as possible.
WCC Comments	The application would not be considered for under criteria used for the CDF as the scheme does not fund private sports clubs

Applicant	The Shakespeare Hospice – 807 - Capital
Project	To create a drop in centre (the Life Well centre) for patients, carers and family members affected by mental illness It will provide a source of advice, information and support
SDC Corporate Aims Met	One Point <i>Aim 1 A district where everyone shares an improved quality of life</i>
Deprivation mapping	One Point
Value to the Community	One Point The facility and its services are of a high value to the community.
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	The majority of the remaining funding has been secured. The lease on the building lasts for 6 years. This project is therefore assessed as Low risk.
Outcomes to be achieved	<ul style="list-style-type: none"> • 2600 people are expected to access support in the first year • People will have received information or been signposted elsewhere • A significant overall increase in people utilising the Hospice's services
Total project cost	£101,103
Grant request	£20,000
Financial Appraisal	Contained within blue confidential papers
Project Rating	Three points High priority – may be considered for 30% - 35% of total project cost i.e. £30,331 - £35,386
Notes	This organisation received a grant of £5,960 from SDC towards a new shower room in January 2006.
Is Application time critical	No. The proposals are already in place and operational, decision could be deferred to September 2008
WCC Comments	No comments provided

Applicant	Stratford & District Citizens Advice Bureau – 804 - Capital
Project	To move the entire CAB operation to different premises at which will provide easier access to clients and provide the opportunity to extend the range of services being offered
SDC Corporate Aims Met	One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i> 1.2 Residents have easier access to local public services
Deprivation mapping	n/a
Value to the Community	One Point The services are used by a significant number of users
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	The premises are leased for the next 10 years, however much of the items to be funded are removable. Some funding considered to be “in place” is contingent upon funding being made available by SDC and WCC. This project is therefore considered Medium risk.
Outcomes to be achieved	<ul style="list-style-type: none"> • Enable CAB to provide a fully accessible range of services • Recruit an additional 12 volunteers in year one • Deal with an additional 2000 enquiries in year one
Total project cost	£41,397
Grant request	£7,500
Financial Appraisal	Contained within blue confidential papers
Project Rating	Two points Medium priority – may be considered for 20% - 25% of total project cost i.e. £8,279 - £10,349
Notes	CAB currently receive £56,000 per annum grant aid from SDC under a three year agreement to support its services, this arrangement is due for renewal (subject to approval) on 01/04/09.
Is Application time critical	Yes. A grant of £25,000 from the Town Trust has been secured on the condition that a contribution is made by SDC and WCC.
WCC Comments	The application would not be considered for under criteria used for the CDF as the scheme does not support removal costs

Applicant	The Bridge Pre-school – 812 - Capital
Project	Replacement double glazed windows
SDC Corporate Aims Met	Two Points <i>Aim 1 A District where everyone shares in an improved quality of life</i> <i>Aim 2 A clean and green district</i>
Deprivation mapping	n/a
Value to the Community	n/a
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	The pre-school owns the building. The land is on long-term lease from SDC. Some funding is in place, with further fundraising activities planned for the summer. This project is therefore considered Medium risk.
Outcomes to be achieved	<ul style="list-style-type: none"> • Provide a warmer environment for children • Make the building safer • Make the building more energy efficient
Total project cost	£5,711
Grant request	£1,400
Financial Appraisal	Contained within blue confidential papers
Project Rating	Two points Medium priority – may be considered for 20% - 25% of total project cost i.e. £1,142 - £1,427
Notes	
Is Application time critical	Yes. The windows need replacing urgently as they are rotten and not secure. They have replaced some windows with monies already raised but are unable to complete the work until further funding has been secured.
WCC Comments	Using the CDF criteria WCC would not fund this application although alternative sources of funding is available through other WCC funding initiatives

Applicant	Brailes Parish Council – 824 - Capital
Project	To provide a skateboard facility to accommodate older children who are not currently provided for.
SDC Corporate Aims Met	One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i>
Deprivation mapping	n/a
Value to the Community	One Point Overwhelming demand for additional facilities for young people was identified in the parish plan.
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	Brailes PC owns the land on which the skate ramp is planned. Minority of the funding is in place, with the remaining Lottery grant pending. This project is therefore considered Medium risk.
Outcomes to be achieved	<ul style="list-style-type: none"> • Provide entertainment for older children • Create a safe and suitable gathering place for young people • Create a facility for surrounding villages
Total project cost	£22,500
Grant request	£10,000
Financial Appraisal	Contained within blue confidential papers
Project Rating	Two points Medium priority. Play area so may be considered for up to 50% of total project cost i.e. £10,000
Notes	
Is Application time critical	No. There is no existing facility and this could be deferred to September 2008
WCC Comments	No comments provided

Applicant	Stratford on Avon Gliding Club – 841 - Capital
Project	Renovation of aging clubhouse
SDC Corporate Aims Met	One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i>
Deprivation mapping	n/a
Value to the Community	n/a
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	The club is licensed to operate on the site until 2022, with negotiations underway for a further extension. The clubhouse building is owned by the club and is moveable. The majority of funding is in place. This project is therefore assessed as low risk.
Outcomes to be achieved	<ul style="list-style-type: none"> • Provide safe and secure premises • Improved accessibility • Greater energy efficiency
Total project cost	£29,000
Grant request	£5,000
Financial Appraisal	Contained within blue confidential papers
Project Rating	One point Low priority – may be considered for 10% - 15% of total project cost i.e. £2,900 - £4,350
Notes	The club gathers its membership from Stratford, Solihull, Leamington, Warwick and Birmingham.
Is Application time critical	No. Decision could be deferred
WCC Comments	No comments provided

Applicant	Barton on the Heath Village Hall – 834 - Capital
Project	Partial refurbishment of village hall and new equipment
SDC Corporate Aims Met	One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i>
Deprivation mapping	n/a
Value to the Community	One Point The need was identified in the village design statement
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	The majority of funding is as yet unconfirmed. This project is therefore considered Medium risk.
Outcomes to be achieved	<ul style="list-style-type: none"> • Improve health and safety aspects of the hall • Improve accessibility • General improvement of facilities for all users
Total project cost	£21,144
Grant request	£7,400
Financial Appraisal	Contained within blue confidential papers
Project Rating	Two points Medium priority – may be considered for 20% - 25% of total project cost i.e. £4,228 - £5,286
Notes	
Is Application time critical	Yes. A recent inspection found the facilities unsafe and food can no longer be prepared on the premises until work is completed.
WCC Comments	

Applicant	Townsend Hall Management Committee-850 - Capital
Project	Improvements to the kitchen area
SDC Corporate Aims Met	One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i>
Deprivation mapping	One Point
Value to the Community	One Point Evidence of the need to improve facilities was highlighted in the town appraisal 1999, the stour power healthcheck 2003 and the matrix report 2005
Equality Impact Assessment	There will be no negative impact on any sector of the community
Risk Assessment	The management committee owns the hall. The majority of funding is made up of pending grant applications. This project is therefore considered Medium risk.
Outcomes to be achieved	<ul style="list-style-type: none"> • Increased number of users • Greater income enabling further improvements
Total project cost	£20,000
Grant request	£5,000
Financial Appraisal	Contained within blue confidential papers
Project Rating	Two points Medium priority – may be considered for 20% - 25% of total project cost i.e. £4,000 - £5,000
Notes	
Is Application time critical	No. There are current useable facilities in place and therefore this decision could be deferred
WCC Comments	No comments provided

2.3 The grant requests are listed above. Recommended levels of grant award are shown with each individual application; however these sums may be increased or decreased at the discretion of the Committee.

3 Options available to the Committee

The Committee has the option in each case of awarding rejecting or deferring grant requests.

4 Members' Comments

4.1 Any comments received will be listed under the individual grant application.

5 Implications of the proposal

5.1 *Legal/Human Rights Implications*

5.1.1 There are no legal/human rights implications to this report

5.2 *Financial*

5.2.1 See 2.1 and 2.2 above

5.2.1 The grant requests are listed above. Recommended levels of grant award are shown with each individual application; however these sums may be increased or decreased at the discretion of the Committee.

5.3 *Environmental*

5.3.1 Successful applicants will be encouraged where appropriate to adopt sound environmental principles when delivering their project

5.4 *Corporate Strategy*

5.4.1 The extent to which each applications supports delivery of the Council's Corporate Strategy is identified within the details provided

5.5 *Equality Impact Assessment*

5.5.1 An equality impact assessment is included with each proposal

6 Risk Assessment

6.1 A risk assessment is included with each proposal

7 CONCLUSION

7.1 That the Committee considers and awards rejects or defers grants as appropriate for the applications presented.

Robert Walsh

HEAD OF COMMUNITY SERVICES

Appendix I

Grants Conditions and Approved Scoring System

Main Conditions Relating to Council Grants Scheme

Eligibility

- 1.** Town and Parish Councils are not eligible to apply for grants from Stratford-on-Avon District Council, except for play area, formally approved Parish Plan or appraisal related grants, or applications relating to Market Town Initiative projects, identified within approved action plans.
- 2.** Expenditure by a religious organisation will only be considered for grant aid where it specifically relates to the adaptation or improvement of facilities for non-religious, community leisure and recreational purposes.
- 3.** Applications for grant aid for expenditure on projects outside the Stratford on Avon District Council's area will only be considered where it can be clearly demonstrated that such expenditure will be of benefit to residents of the District.
- 4.** Applications by an Educational Authority, or establishment, will only be considered for grant aid where the project would directly benefit the leisure and recreational needs of the general community.

Frequency and Amount

- 5.** A group will only be awarded one grant within any 24-month period, except for where a Partnership Agreement is in place, or where the applicant is applying for an annual event or festival, or where an Area Community Committee for specific reasons deems a project high priority. Where further funding will be sought within the 24-month period, a group should present details of its estimated income and expenditure for the period.
- 6.** Stratford-on-Avon District Council will only normally make grants of up to 25% of total project costs. This sum can be increased at an Area Community Committee's discretion if the project is identified as high priority.
- 7.** Stratford-on-Avon District Council will only award grants (up to a maximum of 50% of total project costs) for play area projects which meet the standards adopted in the Minimum Requirements for Play Areas (as shown overleaf). No grants will be given to those play area projects that do not meet the standards.

Supporting Evidence

- 8.** In support of the application, the Council will require up-to-date accounts from the organisation together with three quotations for undertaking the necessary work. Any grant offered would be based on the lowest quotation received. However, if the work is proposed to be undertaken on a self-help basis, details should be submitted of the actual cost of the materials to be used in order that an appropriate level of grant aid can be made.

Notification should be received from the local Parish or Town Council that they are prepared to give support, preferably in financial terms, to the scheme concerned. Account will be taken of efforts made by the applicant organisation to raise funds for the project themselves.

Minimum Requirements for Play Areas Suited for People with Disabilities

1. The minimum width through which anybody must pass in a gate should be 1 metre.
2. Wheelchair users require a minimum end turn of 1200cm to complete a 'U' turn from a corridor of 110cm wide turning into a corridor of 100cm wide.
3. Any seats and perches should be placed at regular intervals. Any seats should be 450 – 520cm high and perches should be 500 – 750cm high. Children's seats can be as low as 350cm. Heel space of 100cm should be provided under seats. Some seats should have backs and arms for additional support.
4. Any picnic tables should avoid designs that require people to climb over beams (ie should have no wooden supports linking the seat to the table).
5. A variety of equipment should be provided for children with sensory impairments (ie colour/tone contrasted, textured and provided a noise stimulus). The inclusion of water and sand provide a multi-sensory experience for all children.
6. Tactile signage should be provided on equipment, entrances and toilets.
7. If toilet provision is made, a fully accessible toilet should be included – where provision is only available for one toilet, that should incorporate the specifications laid down in 'Designing for Accessibility'.
8. Path surfaces must be (a) compact and firm, (b) stable, (c) nonslip, and (d) obstacle free. Changes to the texture or colour of the path surface can be used to give cues to people with visual impairments. Suitable materials include concrete, bitumen macadam, stone, timber, brick/paving or mown grass. Unsuitable surfaces include sand, loose gravel, woodchips or cobbles.

Scoring System

Each application will be scored against the following criteria:

Corporate Strategy Aims (1 point for 1 Aim met or 2 points for 2 or more Aims met):

- Aim 1: The Development of Safer & Healthier Communities
- Aim 2: The Development of Sustainable Communities
- Aim 3: The Creation of Inclusive Communities

Deprivation Mapping (1 point):

This refers to the Ward in which a project is situated. A point can be scored if the number of households, within the Ward, and in receipt of means-tested benefits exceeds the District average (ie 13.50%)

Value to Community (1 point):

To recognise issues such as significant numbers of users, rural isolation, accessibility, schemes arising from Parish Appraisals, etc.

Percentage Grant Award:

- Low Priority : 10–15% (1 or 0 points)
- Medium Priority : 20–25% (2 points)
- High Priority : 30–35% (3+ points)

ACCs must award grants within the respective bands unless they give clear reasons why they wish to give a different percentage grant. These reasons must be stated in the Committee's Notice of Decision.

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SOUTH JOINT COMMITTEE**19 JUNE 2008****Subject: Proposal to declare a Dog Control Order for the District****Lead Officer: Steve Haresnape****Contact on 01789 260854****Lead Member/****Portfolio Holder: Stratford District Councillor S Jackson**

Summary

This report contains proposals to introduce a dog control order under the Clean Neighbourhoods and Environment Act 2005 (CNEA), to replace the existing powers and to provide improved powers for enforcement against dog fouling across the whole of the Stratford District.

Recommendation

That the Committee approves the adoption of a Stratford District wide Dog Control Order, as described in this report.

1 Background/Information

- 1.1 Dog fouling enforcement legislation, contained within the Dogs (Fouling of Land) Act 1996 and subsequent regulations, gave powers to district councils to issue fixed penalty notices (FPN) to, or prosecute dog owners who allowed their dogs to foul public open space and did not clean up the mess.
- 1.2 The powers were very specifically for use by authorised Stratford District Council Officers and were only for use on land specified within the local Enforcement Order.
- 1.3 Stratford District Council adopted these powers in 1997 and the order specifies that it is an offence to fail to clean up after your dog has defecated in the following areas:
 - Carriageways with a speed limit of 40 miles an hour or less and the adjoining pathways and verges;
 - Parks, open spaces and public recreational areas;
 - Playing fields (including school playing fields);
 - Open air sports grounds.
- 1.4 There were some exemptions:
 - Carriageways with a speed limit of more than 40 miles an hour and the land alongside;
 - Land used for agriculture;
 - Land which is predominantly marshland, moor or heath;

- Rural common land.
- 1.5 It is possible to continue using these powers, but their limitations are:
- that the public now has access to many more areas of land than in 1997 due to housing development on what was agricultural land. Adopting CNEA will enable these new areas to be covered.
 - Only Stratford District Council Officers can enforce the old legislation. This is an onerous responsibility on the sole Dog Warden. CNEA now extends those powers to trained officers of Town and Parish Councils (TPCs) and those working on their behalf.
- 1.6 In September of last year all TPCs were invited to a meeting to determine the level of willingness on their behalf to take on these extra duties. It is fair to say that there was little uptake, despite the offer of help with setting up and training. However, some Parish Councils have responded to say that they can use Police and Community Support Officers (PCSOs), provided that the new powers are adopted by Stratford District Council.
- 1.7 **Dog Control Areas**
- 1.7.1 To introduce such an area the Dog Control Orders (Procedures) Regulations 2006 sets out a prescribed process which must be followed.
- 1.7.2 Guidance issued by Defra states that the following must be taken into account:
- The Order must be shown to be a necessary and proportionate response to dog problems.
 - The Authority must show that they have balanced the interests of those with dogs and those affected by dog problems.
 - The Authority should also consider the potential problems of enforcing the order.
 - If an authority is considering making an order which would affect open access land then it must consult the appropriate access authority. Access land and appropriate access authorities are as defined in the Countryside and Rights of Way Act 2000.
- 1.7.3 In consideration of the points raised in 1.7.2 above the following issues have been taken into account:
- Stratford District Council receives in excess of 60 queries about dog fouling every year;
 - Dog fouling is regularly in the top 5 environment problem issues on surveys;
 - To show that the use of these powers is necessary and proportionate is a key test and should not be taken lightly. In this respect, the problems of disease associated with dog faeces are well documented nationally. The introduction of these powers could not, therefore, be seen to be disproportionate or unnecessary;
 - There are already 280 'dog foul bins' around the Stratford District, and the District Council's waste management services advise that bagged dog foul can be placed in the normal waste stream. This clearly takes the interests of dog owners into account;
 - Stratford District Council employs only one Dog Warden and the introduction of this legislation will enable this service to be increased by

using the facilities of Town and Parish Councils, together with Police and Community Support Officers. Stratford District Council must consult with any other Primary or Secondary Authority in the area.

- 1.7.4 A notice setting out the Dog Control Order proposal has to be published in a local newspaper. This shall:
- Identify the land;
 - Summarise the Dog Control Order;
 - State where any maps can be inspected, where a map is referred to;
 - Give the address and email address to which representations are to be sent and specify the date by which they must be made, which must not be less than 28 days after the publication of the notice.
- 1.7.5 At the end of the consultation period the authority must consider any representations and, if major changes are required, they must start the whole process again.
- 1.7.6 If the decision is to continue, the authority must decide when the Order will come into force.
- 1.7.7 This date must be at least 14 days from the date which the Order is made.
- 1.7.8 At least 7 days before the order comes into force the authority must publish a notice in a local newspaper stating:
- That the Order has been made;
 - Where the Order can be inspected and where copies can be obtained from.
- 1.7.9 A copy of the Order has to be published on the Stratford District Council website.
- 1.7.10 Copies of the Order have to be sent to access authorities, if any. (See 1.7.2 above).

1.8 Procedure following making of the order

- 1.8.1 Where practicable signs should be erected:
- In conspicuous positions on or near the land summarising the Order.
 - At the edge of area or at regular intervals in the area.

2 Options available to the Committee

- 2.1 The Committee can decide to continue with current legislation
- 2.2 The Committee can decide to introduce the new legislation, using the same designation as in 1.3 and 1.4 above.

3 Implications of the proposal

3.1 Legal

- 3.1.1 Comments contained within the body of the report

3.2 Financial

- 3.2.1 Cost of advertising, training and overtime are within budget. There is currently no budget for signs. Nevertheless as there are many signs already erected this is not considered to be a significant issue.

3.3 **Environmental**

- 3.3.1 Ensuring that dog mess is cleared up will have a significant effect on public perception of the local environment.

3.4 **Corporate Strategy**

- 3.4.1 The recommendations contained within this report relate directly to Stratford District Council's Corporate Strategy Aim 2: A clean and green district – providing a high quality environment.

3.5 **Equality Impact Assessment**

- 3.5.1 This report balances the needs of the dog owning community with the needs of the general population to live in a green and pleasant environment

4 **Risk assessment**

- 4.1 Without the adoption of these powers Stratford District Council is at risk of failing to achieve the targets set within its Corporate Strategy.

5 **Conclusion**

- 5.1 This subject is one that constantly raises queries from the public, not least because the after-effects of dog fouling are so unpleasant.
- 5.2 Currently the lack of availability of enforcement staff means that it is virtually impossible to formally control the problem.
- 5.3 The introduction of the new legislation will give Stratford District Council, and its partner organisations, more chance of providing an effective control.

Robert Weeks
HEAD OF ENVIRONMENT

Background papers:

Clean Neighbourhoods and Environment Act 2005

Dog Control Orders (Procedures) Regulations 2006

Dog Control Orders (Prescribed Offences and Penalties, etc) Regulations 2006

Countryside and Rights of Way Act 2000