



# **(Stratford-on-Avon) South Joint Committee**

## **Notice of Meeting**

**Thursday 18 December 2008**

**6.00pm**

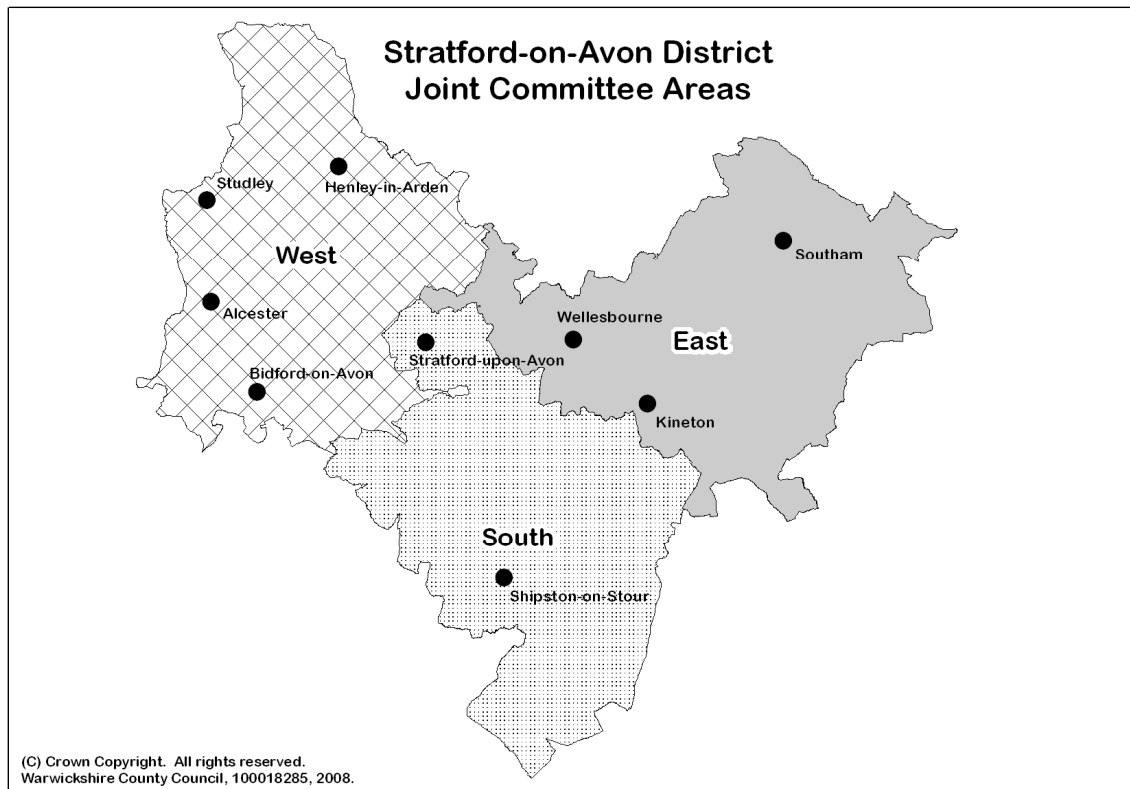
**Council Chamber  
Elizabeth House  
Church Street  
Stratford-upon-Avon**

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Members of the Committee are requested to attend

Chair            County Councillor R Hyde

Vice-Chair        Councillor Philip Seccombe

Councillors:

Rev N Beamer  
M Beckett  
S Beese  
M Brain  
R Cheney  
R Cockings  
J Dill-Russell  
J Fradgley  
A Gardner  
S Gray

T Honychurch  
P Moorse  
M Perry  
G Roache  
K Rolfe  
C Saint  
V Seaman  
I Seccombe  
J Taylor  
R White

# **SOUTH JOINT COMMITTEE**

18 December 2008

## **AGENDA**

### **2. 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 may 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.

### **3. Minutes**

**(Pages 1 - 10)**

To confirm and sign the minutes of the meeting held on 25 September 2008.

### **PART A - Non-Executive functions**

### **4. Public Question Time (30 Minutes)**

To consider questions on any matter relevant to the business of the Joint Committee, for which prior (written) notification has been given to the Proper Officer (at least one working day before the meeting). Members of the public may speak for up to three minutes.

### **PART B - Executive functions**

### **5. Speed Limit Review**

**(Pages 11 - 14)**

Under Minute 34 of the last meeting, the Committee had supported proposals for speed limit reviews where objections to the proposals had been received.

However, for technical reasons, the Committee is also required to confirm by resolution that it approves the implementation of all the proposals for changes to speed limits arising from the speed limit review for the area, including those proposals that had not generated any objections.

A list of all proposals for the Stratford-on-Avon district is attached.

Accordingly, it is

#### **RECOMMENDED:**

**That the Committee confirms that approval is given to implement all speed limit changes arising from the speed limit review for the South Joint Committee's area, including those proposals that had not generated any objections.**

### **6. Community Grants**

**(Pages 15 - 28)**

To consider the proposals made by the South Funding Sub-Group for Community Grant awards.

**7. Vision for Stour Project funding****(Pages 29 - 34)**

To receive updated information on the progress of the Vision for Stour projects and to consider potential amendments to the funding allocation of 2008/09 2020 Vision Action Plan budget.

**8. Cotswolds Area of Outstanding Natural Beauty (AONB) Management Plan****(Pages 35 - 52)**

To consider the Cotswolds Conservation Board's request that the District Council adopts the Cotswolds AONB Management Plan 2008-13.

**9. Disabled Access over Lucy's Mill Footbridge****(Pages 53 - 60)**

To consider the advice by the County Council's Solicitor regarding the County Council's obligation for providing disabled access over Lucy's Mill Bridge.

**10. Procedure for adoption of Parish Plans****(Pages 61 - 64)**

To consider the proposed process.

**PART C - For Information****11. Report from Community Forums**

Stratford upon Avon Community Forum – 3 December 2008

Stour/Shipston Community Forum - 2 December 2008

*No information available at the time of print.*

**12. Library Service****(Pages 65 - 82)**

To consider the framework for the future.

**13. Items for Future meetings**

To consider requests from Members for items to be considered at future meetings of the Committee.

**Items requested at previous meetings**

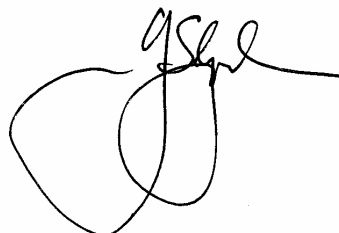
Topic	Anticipated Date
World Class Stratford - work programme to date and future plans	March 2009
Highways and street scene Control of Street scene	County Council leaflet circulated to Members of Committee giving advice
Consultation on customer access in Shipston on Stour	Reports to respective Cabinets deferred at request of County Council.

#### **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

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## **SOUTH JOINT COMMITTEE**

25 September 2008

*Held at Ettington Community Centre  
Meeting commenced: 6.00 pm Meeting ended: 9.00 pm*

Present: County Councillor R Hyde (Chair) Councillors Rev N Beamer, M Beckett, S Beese, M Brain, R Cheney, R Cockings, J Dill-Russell, J Fradgley, A Gardner, S Gray, T Honychurch, P Moorse, M Perry, G Roache, K Rolfe, C Saint, V Seaman, I Seccombe, P Seccombe, J Taylor and R White

Apologies: Councillor S Beese, R Cheney and G Roache

### **27. Disclosure of Interests**

Councillor Rolfe disclosed a Personal Interest in Minute 40 as a Governor of Alveston Primary School.

Councillor Brain disclosed a Personal Interest in Minute 40 as a Governor of Quinton Primary School.

Councillor Taylor disclosed a Personal Interests in Minute 40 as a Governor of Bishopton Primary School and in Minute 37 as a trustee of Shakespeare Birthplace Trust.

Councillor Gray disclosed a Prejudicial Interest in Minute 39 as the District Council's representative on Cotswold Conservation Board and Minute 33 as his wife was employed by Young Enterprise South Warwickshire (Application 782).

Councillor Saint disclosed a Personal Interest in Minute 33 (Application 782), as a Board Member of Warwickshire Education Business Partnership and a Prejudicial Interest in Minute 39 as a Member of the Cotswold Conservation Board.

Councillor P Seccombe disclosed Personal Interests in Minute 32 as he had business premises in Shipston on Stour and in Minute 40 as a Governor of Brailes Primary School.

Councillor I Seccombe disclosed Personal Interests in Minute 35 as a member of the Police Authority and Minute 40 as a Governor of Kineton Primary School.

Councillor Fradgley disclosed a Personal Interest in Minute 37 as a member of the Cultural Consortium.

Councillor Hyde disclosed Personal Interests in Minute 36 as a Board Member of Advantage West Midlands and Minute 37 as a trustee of Shakespeare Birthplace Trust.

### **28. Minutes**

The minutes of the meeting of the 24 July were confirmed and signed.

**29. Public Question Time (30 Minutes)**

At the invitation of the Chairman, the following members of the public addressed the Committee:

John Lancaster – in respect of Minute 33 Young Enterprise South Warwickshire

Mr and Mrs Messenger who had submitted a letter in respect of Minute 34 - A44 Kitebrook

Mr Chippendale who had submitted a statement in respect of Minute 35 - Carters Lane, Tiddington

Mr Fairbrother in respect of Minute 35 – Main Street, Tiddington

Elizabeth Dixon in respect of Minute 36

Mr R Maddern in respect of Minute 36

Joan Platt, on behalf of Stratford Voice, in respect of Minute 37

**30. Customer Access Point - Shipston on Stour**

Consideration was given to a report presenting the results of the feasibility assessment for a One Stop Shop in Shipston on Stour.

Support for the proposal had come from a combination of face-to-face interviews and meetings, primary research in and around Shipston town and secondary research of existing information and data from a range of sources. The preferred option of establishing an interim one stop arrangement within the District Council's existing Telegraph Street Area Office had met with overwhelming support from the Stour Community Forum held on 9 September 2008.

Accordingly, it was

**RESOLVED:**

That the preferred option be supported and that the respective Cabinets of the District and County Councils be asked to proceed with a full cost appraisal of the proposal.

**31. Report of the Stratford Joint Scrutiny Panel and the Stratford Park and Ride**

Michelle McHugh (Interim Overview and Scrutiny Manager at Warwickshire County Council) attended the meeting for this item and answered Members questions raised on the report.

Consideration was given to the report from the Stratford Joint Local Area Scrutiny Panel, established by Warwickshire County Council and Stratford on Avon District Council to scrutinise parking in Stratford upon Avon town centre and the financial viability of the Stratford Park and Ride with the following objectives:



- a) To ensure that parking arrangements within the District were fair, fit for purpose for users and the local economy, and had minimal adverse impact upon users, businesses, residents and public services; and
- b) To improve the financial viability of Stratford Park and Ride by:
  - examining service provision of the Park and Ride, on-street parking and off-street parking within the district; and,
  - reviewing performance and financial information relating to the Park and Ride, on-street parking and off-street parking.

Arising from the discussion it was felt that an increase in signage and advertisement is necessary both for the Park and Ride and to indicate theatre parking, that there should be further consideration of the financial incentives for residents/businesses to use the Park and Ride, and that the proposed 'Walkable Core' proposals would naturally reduce on-street car parking spaces in the town.

Overall, members accepted that the recommendations set out in the report would provide a framework for the development of future parking policy by the County and District Councils.

Members requested an opportunity to further discuss the options for the 'Walkable Core' at a future meeting.

Having regard to the above discussions it was, by 9 votes to 8,

**RESOLVED:**

That the recommendations of the Stratford Joint Local Area Scrutiny Panel be forwarded to the respective Cabinets for consideration.

*Note: The following Councillors requested that it be recorded that they had not supported the recommendations; Councillors Cockings, Dill-Russel, Fradgley, Honychurch, Moorse, Rolfe and Taylor*

## **32. Off-Street Parking Charges**

Robert Walsh (Head of Community Services at the District Council) attended the meeting for this item and answered Members questions raised on the report.

Consideration was given to a report on the proposed charging levels for off-street parking operated by the District Council that had been developed by a project group having representation from both the County and District Councils. In developing the proposals the group had;

- a) benchmarked the service against similar areas where civil enforcement arrangements were in place;
- b) consulted with key stakeholders on their preferences;
- c) consulted with residents and organisations on proposed policy objectives; and
- d) sought to integrate existing objectives adopted by the Council.

The Committee was asked to forward its views and preferences on the options contained within the report to the District Council's Cabinet.

During the discussions a variety of views were expressed about the need for an equitable approach to charging across the District and the potential economic impact of parking charges should they be introduced in the market towns. A formal proposal was made that the Committee would favour the development of an updated joint parking strategy as recommended by the Scrutiny Group and that any short term change in off-street parking charges should be consistent with the approach set out in their report. However, on being put to the vote this proposal was declared lost.

Accordingly, with no views being expressed in a form that commanded support from a majority of those present, it was

**RESOLVED:**

That the report be received.

### **33. Community Grants**

The Committee was advised of the decisions taken by the East and West Joint Committees in respect of this grant application. It was also provided with additional information as requested at the previous meeting (Minute 20 (2008/09) refers).

Having regard to the additional information made available, the offer of grant authorised, together with reason for the decision, is set out below.

<b>Applicant: (782)</b>	<b>Young Enterprise South Warwickshire</b>
Project:	Provide educational programs in primary and secondary schools to help young people understand and give them personal experience of how business works.
Total Cost:	£21,250
Grant Requested:	£1,440 (36% of the total request for £4,000)
<b>Grant Approved:</b>	<b>£1,440</b>
Reason For decision:	The scheme supports objectives in the District Council's Grants scheme and the District Council's Corporate Aims.

### **34. Speed Limit Review**

Jo Edwards (Senior Road Safety Engineer at the County Council) attended the meeting for this item and answered members questions raised on the report.

Consideration was given to a report detailing objections that had been received to new speed restrictions within the Committee's area.

The following persons had addressed the Committee in respect of the proposed speed restriction for the road indicated:

Mr and Mrs Messenger – A44 Kitebrook, Little Compton. Ms Edwards undertook to provide a full response to the letter submitted.

Each of the speed limit reviews were considered by the Committee in the knowledge that

- the Police only had very limited resources for enforcing existing or new speed limits; and
- any amendments to the proposed speed limit changes would need to meet the criteria of the Speed Management Strategy adopted by the County Council's Cabinet in September 2007.

In respect of the review of the proposal not to change the speed limit on the B4035 Campden Road, Shipston on Stour, an objection had been received from Councillor Cheney, who had asked that the 50mph limit originally proposed be supported. The Committee supported this proposal to reduce the speed limit to 50mph (edge of Shipston on Stour to Fosse Way) and asked that the necessary procedures for advertising a change in speed limit be commenced.

Having regard to the above, it was

**RESOLVED:**

(1) That the proposed speed limits reviews for the following be supported:

1. S/1 A3400 Birmingham Road, Stratford upon Avon (drawing no. SLR/S/1/G) – proposed speed limit: 30mph;
2. S/1 A3400 Shipston Road (drawing no. SLR/S/1/J) - proposed speed limit: 50mph;
3. S/4 A422 Banbury Road, Ettington to Pillerton Priors (drawing no. SLR/S/4/D) - proposed speed limit: 50mph;
4. S/11 A44 London Road (drawing no. SLR/S/11) - proposed speed limit: 50mph;
5. S/13 B4035 Campden Road, Shipston on Stour (drawing no. SLR/S/13/B) - proposed speed limit: 30mph;
6. S/13 B4035 Brailes Road, Shipston on Stour to Upper Brailes (drawing no. SLR/S/13/D) - proposed speed limit: 50mph;
7. S/25 B439 Bordon Hill, Stratford upon Avon (drawing no. SLR/S/25/B) – proposed speed limit: 40 mph;
8. S/30 B4632 Campden Road (drawing no. SLR/S/30/A) – proposed speed limit: 50 mph;
9. S/13 B4035 Holloway Hill, Lower Brailes (drawing no. SLR/S/13/F) – proposed speed limit: 50mph

(2) In respect of the speed limit on B4035 Campden Road, Shipston on Stour, that the procedure to reduce the speed limit to 50mph be implemented, in accordance with the preamble above.

## **Note**

*In respect of 4 and 9 above, the Committee requested that Oxfordshire County Council should be contacted and made aware of the decision.*

### **35. Changes to Waiting Restrictions**

Consideration was given to proposed changes to waiting restrictions within the District as contained within Appendix 1 to the report and for the following sites:

- (1) Avenue Road and Benson Road, Stratford upon Avon - Proposal for No Waiting At Any Time, No Waiting Mon-Sat 8am-6pm and Limited Waiting 2hrs No Return Within 2 hrs. Mon-Sat 8am-6pm
- (2) Carters Lane, Tiddington - Proposal for No Waiting At Any Time
- (3) Main Street, Tiddington - Proposal for No Waiting At Any Time for the section of road outside the Post Office which is divided by a central refuge.
- (4) Trevelyan Crescent, Stratford upon Avon - Proposal for No Waiting At Any Time

The Committee had been addressed by:

Mr C Fairbrother in respect of Carters Lane, Tiddington; and,  
Mr Chippendale in respect of Main Street, Tiddington

In respect of the (3) above, a motion not to support the restriction was tabled. The Committee considered that the current parking availability and the location of the keep left bollard aided highway safety as they effectively slowed traffic down.

Following discussion, it was

#### **RESOLVED:**

- (1) That the proposed waiting restrictions within the district as contained in Appendix 1 to the report be made as advertised except as mentioned in (2) below
- (2) That in respect of Main Street, Tiddington that
  - a. the waiting restriction not be implemented;
  - b. the allocation of funds from the 2009/10 maintenance and safety budget for a feasibility study and suitable engineering measures be supported; and,
  - c. Warwickshire Police be asked to carry out enforcement of the deliberate contravention of the keep left arrow.

### **36. Lucy's Mill Bridge - Feasibility Study**

Consideration was given to the two feasibility reports completed in November 2006 and March 2008 on the upgrading of Lucy's Mill Footbridge.

At the invitation of the Chair, Elizabeth Dixon re-addressed the Committee on the necessity for Lucys Mill Bridge or any alternative crossing to comply with the Disability Discrimination Act.

Following discussion, it was

**RESOLVED:**

- (1) That the report be noted; and,
- (2) That the results of a further investigation into whether the bridge could lawfully be constructed without meeting accessibility standards in light of a Disabilities Discrimination Act complaint be reported to the next meeting.

**37. Strategy for concessions, events and attractions on public spaces in Stratford-upon-Avon**

Consideration was given to the strategy to define the type, quality and subsequent management of concessions, events and attractions on public spaces in Stratford-upon-Avon.

At the invitation of the Chair, Andrew Ormston (RGA Consulting), Helen Smith (Estates Surveyor, SDC) and Fiona Rae (Events and Festival Co-ordinator, SDC) addressed the Committee and answered questions.

A detailed discussion on the proposals confirmed the need for careful consideration as to the suitability of the concessions allowed in respect of such issues as the wish to promote healthy eating and the vitality of the local economy.

It was formally proposed that the District Council should consider disengagement from its relationship with RGA Consulting and that alternative partnership working be looked at. On being put to the vote this proposal was not supported and accordingly, it was

**RESOLVED:**

- (1) That the actions proposed to determine the future range and type of events being suggested for the Recreation Ground and town centre land owned by the District Council in Stratford upon Avon be supported; and
- (2) That the licence concessions which emerge from the work being carried out by RGA Consulting be forwarded to the District Council's Cabinet.

**38. Rollright Quarry Routing Agreement**

Consideration was given to the proposed Rollright Quarry Routing Agreement, which would remove the potential for Heavy Goods Vehicles from the quarry to go through Little Compton.

After discussion, it was

**RESOLVED:**

That a routing agreement under the provisions of Section 111 of the Local Government Act 1972 and the well-being power in section 2 of the Local Government Act 2000 removing the potential for Heavy Goods Vehicles from Rollright Quarry to go through Little Compton be authorised.

**39. Cotswold Conservation Board Grant Settlement**

Councillors Gray and Saint, having disclosed Prejudicial Interests, left the meeting prior to the discussion.

The Committee considered a request from Cotswold Conservation Board for the District Council to write to DEFRA and Natural England to seek a fairer grant settlement for the special landscape area.

The Committee requested that both Councils should write in support of a fairer settlement.

Subsequently, it was

**RESOLVED:**

- (1) That the Cotswold Conservation Board report entitled 'Comparison of purpose and resources between Conservation Boards, Area of Outstanding Natural Beauty (AONB) Partnerships and National Park Authorities' be endorsed; and,
- (2) That the District and County Councils write to Natural England, DEFRA, the relevant Secretary of State, and John Maples MP to express their support for:
  - the criteria for applying funding to the Cotswold Conservation Board in exercising its responsibilities for the stewardship of the AONB being made clear and transparent; and
  - the funding provision for the Cotswold Conservation Board being made fair in comparison to other AONBs, whether constituted as Partnerships or Boards.

**40. Provision of Primary Schools Places in Stratford upon Avon town**

The Committee considered a report on the provision of primary school places in Stratford upon Avon town.

Following discussion, it was

**RESOLVED:**

- (1) That the report be noted; and,
- (2) That the County Council Cabinet be asked to approve formal consultation by the Local Authority on proposals to increase the capacity of the Willows C of E (Voluntary Controlled) Primary School from 40 to 45 pupils per year and Alveston C of E (Voluntary Controlled) Primary School from 20 to 30 pupils per year with effect from September 2010, and a

targeted review of primary school priority areas in the town of Stratford upon Avon.

**41. Flood Risk Management**

The Committee was provided with an update on the work undertaken by the Environment Agency and other agencies following the July 2007 floods.

The Committee acknowledged and welcomed the offer by the Environment Agency to attend the Joint Committee at a future date. In furtherance of this, the Committee asked Councillors Dill-Russell and Saint to co-ordinate the specific issues needing to be addressed by the Agency and to liaise with Dave Tiley (SDC) to ensure they are incorporated into the report.

**RESOLVED:**

That the Environment Agency be requested to attend the next meeting of the Joint Committee.

**42. Items for future meetings**

In addition to those items noted under minute 26 (2008/09) it was agreed that the following topic be identified for future discussion:

Highways and street scene – Control of street paraphernalia and fly posting.

CHAIR

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# Speed Limit Review - Stratford Area

## Approved Speed Limit Changes

Road No.	Road Name	Description	New Limit	Current Limit
<b>A3400</b>	Shipston Road	From the centre point of Shipston Road roundabout (at its junction with Stratford-upon-Avon Southern Relief Road), northwards for a distance of 240 metres and southwards to a point 602 metres north-west of its junction with New Road, Alderminster, a distance of 5.75 kilometres.	<b>50</b>	60
<b>A3400</b>	Birmingham Road	From the centre of One Elm Bridge over the Stratford upon Avon Canal, north-westwards to a point 195 metres south-east of its junction with the A46 (Warwick to Evesham Road), a distance of approximately 1.58 kilometres.	<b>30</b>	40
<b>A3400</b>	Shipston Road	From a point 91 metres south of its junction with Banbury Road (A422), to its junction with Shipston Road roundabout, a distance of 950 metres.	<b>30</b>	40
<b>A4189</b>	Gannaway Road	From a point 683 metres east of its junction with Wheelbarrow Lane, to a point 50 metres west of its junction with Curlieu Lane, a distance of 1.66 kilometres.	<b>50</b>	60
<b>A4189</b>	Warwick Road	From a point 407 metres west of its junction with Pettiford Lane, eastwards for a distance of 2673 metres, to a point 60 metres west of Hercules Lane.	<b>50</b>	60
<b>A4189</b>	Blackford Hill	From a point 77 metres south east of its junction with Arden Road, eastwards for a distance of 870 metres, to a point 407 metres west of its junction with Pettiford Lane.	<b>40</b>	60
<b>A4189</b>	Redditch Road Henley Road	From a point 285 metres east of its junction with Birmingham Road (A435) to a point 125 metres west of its junction with Brook End Drive, a distance of 7.3 kilometres.	<b>50</b>	60
<b>A422</b>	Banbury Road	From a point 399 metres south-east of its junction with Milestone Road, to a point 150 metres south-east of (and including) the A429 Ettington Road roundabout, a distance of 6.7 kilometres.	<b>50</b>	60
<b>A422</b>	Banbury Road	From a point 368 metres south-east of its junction with Avon Close, south-eastwards for a distance of 1442 metres, to a point 305 metres north-west of its junction with Halford Road	<b>50</b>	60
<b>A422</b>	Arrow Road	From the County Boundary, eastwards for a distance of 2524 metres, to a point 127 metres north-west of its junction with Park View.	<b>50</b>	60
<b>A423</b>	Southam Road	From a point 254 metres north of its junction with Model Village, to its junction with A426 Rugby Road, a distance of 1.71 kilometres.	<b>50</b>	60
<b>A423</b>	Banbury Road	From its junction with A425 Leamington Road, southwards to the Oxfordshire County Boundary, a distance of 13.1 kilometres.	<b>50</b>	60

<b>A425</b>	Southam Road	From the District Boundary, south-eastwards for a distance of 1.6 kilometres to a point 85 metres north of its northern most junction with White Hart Lane.	<b>50</b>	60
<b>A425</b>	Southam Road Leamington Road	From a point 255 metres east of its junction with Ufton Fields, generally eastwards to a point 790 metres west of its junction with the A423, a distance of 3179 metres.	<b>50</b>	60
<b>A435</b>	Birmingham Road Evesham Road	From the southern side of its junction with Toms Town Lane in the Parish of Studley, to the northern side of its junction with the A448 Studley – Bromsgrove Road at Spenal Ash in the Parish of Sambourne, a distance of approximately 846 metres.	<b>30</b>	40
<b>A44</b>	London Road	Between the Gloucestershire County Boundary and the Oxfordshire County Boundary, a distance of 4.5 kilometres.	<b>50</b>	60
<b>B4035</b>	Campden Road	From a point 82 metres south-west of its junction with Darlingscote Road, in a generally westerly direction to a point 73 metres west of its junction with Sadlers Avenue, a distance of approximately 466 metres.	<b>30</b>	40
<b>B4035</b>	Campden Road	From a point 73 metres west of its junction with Sadlers Avenue to a point 20 metres east of its junction with the A429 Fosse Way, a distance of 2000 metres.	<b>50</b>	60
<b>B4035</b>	Brailes Road	From a point 258 metres west of its junction with Castle Hill, westwards for a distance of 4400 metres, to a point 45 metres north-east of its junction with Fell Mill Lane.	<b>50</b>	60
<b>B4035</b>	Holloway Hill	From a point 195 metres south-east of its junction with Saltway Lane, eastwards to the Oxfordshire County Boundary, a distance of 2.2 kilometres.	<b>50</b>	60
<b>B4086</b>	Wellesbourne Road Stratford Road	From a point 30 metres east of its junction with Alveston Lane, eastwards for a distance of 4305 metres, to its roundabout with Ettington Road.	<b>50</b>	60
<b>B4087</b>	Newbold Road	From a point 145 metres south-west of its junction with Moreton Road, to a point 152 metres north-east of its junction with Whitehead Drive.	<b>50</b>	60
<b>B4087</b>	Newbold Road	From a point 352 metres south of its junction with Ashorne Road, south westwards to a point 145 metres south-west of its junction with Moreton Road, a distance of 600 metres.	<b>40</b>	60
<b>B4088</b>	Evesham Road	From the Worcestershire County Boundary at a point 170 metres south of its junction with the A422, southwards for a distance of 7371 metres to the Worcestershire County Boundary at a point 518 metres south of its junction with New Inn Lane.	<b>50</b>	60
<b>B4089</b>	Captains Hill	From a point 167 metres north-east of its junction with Gerard Road, north-eastwards for a distance of 1363 metres to a point 259 metres south-west of School Close.	<b>50</b>	60
<b>B4089</b>	Alcester Road	From a point 367 metres east of Park Lane, north-eastwards for a distance of 2436 metres, to a point 530 metres south-west of Whitehouse Hill.	<b>50</b>	60
<b>B4090</b>	Alcester Heath	From the Worcestershire County Boundary, south-westwards for a distance of 3787 metres, to its roundabout with the A435 Alcester By-Pass.	<b>50</b>	60
<b>B4092</b>	Jill Lane	From the Worcestershire County Boundary, eastwards and then north-eastwards for a distance of 2000 metres to its junction with The Slough.	<b>50</b>	60

<b>B4100</b>	Banbury Road	From its junction with the Fosse Way, for a distance of 2907 metres, to a point 158 metres north of Winyates Road.	<b>50</b>	60
<b>B4100</b>	Banbury Road	From a point 96 metres north-west of the roundabout with Kingsway, for a distance of 1702 metres to its roundabout with Gaydon Road.	<b>50</b>	60
<b>B4101</b>	Broad Lane	From a point 170 metres north-east of its junction with Earlswood Common, to the Solihull County Boundary, a distance of 4.1 kilometres.	<b>50</b>	60
<b>B4102</b>	Earlswood Common	From its junction with Broad Lane, northwards to a point 370 metres south of its junction with Springbrook Lane, a distance of 530 metres.	<b>40</b>	60
<b>B439</b>	Bordon Hill	From a point 88 metres west of its junction with Luddington Road (centre line), westwards for a distance of 747 metres.	<b>40</b>	50
<b>B439</b>	Evesham Road Stratford Road	From a point 100 metres east of its junction with Grafton Lane, Bidford on Avon, eastwards to a point 835 metres west of its junction with Luddington Road (centre line), a distance of 7.77 kilometres.	<b>50</b>	60
<b>B439</b>	Salford Road	From a point 246 metres south-west of its junction with Harbour Close, to its junction with the A46, a distance of 771 metres.	<b>50</b>	60
<b>B4451</b>	Deppers Bridge Station Road	From a point 160 metres east of its junction with Station Road (centre line), westwards to a point 60 metres west of its junction with Station Road (centre line), a distance of 220 metres.	<b>40</b>	60
<b>B4451</b>	Gaydon Road	From a point 427 metres south-west of its junction with Knightcote Road, to a point 73 metres north of its junction with the B4100, distance of 3637 metres.	<b>50</b>	60
<b>B4451</b>	Kineton Road	From a point 60 metres west of its junction with Harbury Road, to a point 715 metres south of its junction with A425 Leamington Road, a distance of 1672 metres.	<b>50</b>	60
<b>B4451</b>	Deppers Bridge Station Road	From its junction with the B4451 Deppers Bridge, southwards for a distance of 850 metres.	<b>50</b>	60
<b>B4452</b>	Ufton Road	From its junction with Southam Road (A425), southwards to a point 365 metres south of its junction with Ufton Fields, a distance of 1.89 kilometres.	<b>50</b>	60
<b>B4452</b>	Deppers Bridge Road	From a point 60 metres north-west of its junction with the B4451 Station Road (centre line), north-westwards for a distance of 933 metres.	<b>50</b>	60
<b>B4632</b>	Campden Road	From its junction with the Shipston Road, Stratford upon Avon, to the Gloucestershire County Boundary, a distance of 9.55 kilometres.	<b>50</b>	60

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**SOUTH JOINT COMMITTEE****18 DECEMBER 2008****Subject: Community Grants****Lead Officer: Contact Rebecca Goodman on 01789 260694****Portfolio Holder: Councillor Chris Williams**

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**Summary**

To consider the proposals made by the South Funding Sub Group for Community Grant awards.

**Recommendation**

**That the Committee considers the recommendations made by the South Funding Sub Group and awards rejects or amends as appropriate.**

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**1 Background/Information**

- 1.1 This is the first round of applications received under the new Joint Community Grants Scheme.
- 1.2 All applications have been assessed for eligibility (appendix 1) and scored against the agreed criteria for the scheme (appendix 2) by WCC and SDC officers. The applications have then been reviewed in detail by the Funding Sub Group held on 18<sup>th</sup> November 2008 and their subsequent recommendations are included in this report.
- 1.3 The Funding Sub Group is made up of District and County Councillors from the main and opposition parties. Members of the Funding Sub Group for South area are Councillor's Jill Dill-Russell, Gillian Roache, Vince Seaman and Peter Moore, all of which attended the November meeting. The scope of the Group is to conduct a detailed review of each application and provide recommendation to the Joint Committee on what level of grant should be awarded.
- 1.4 Members are asked to refer to the procedure previously agreed by this Committee for handling these recommendations and agreeing grant awards. (Appendix 5).
- 1.5 The committee is reminded that 15% of the grants budget can be used by the Joint Committee to support strategic proposals. No proposals have been submitted for this round of funding. Details of the Strategic Budget allocation for the South Committee are given in Section 4.

## 2 FINANCIAL INFORMATION

The budget shown represents the total District and County Council funds for this financial year and is no longer split between revenue and capital.

### 2.1 Grant Budget

		<b>Balance remaining</b>
<b>South Area Budget 08/09</b>	<b>£136,535</b>	
<b>Grants Awarded to date</b>	<b>£70,953</b>	<b>£65,582</b>
<b>Awarded under delegated authority (3.1)</b>	<b>£1,126</b>	
<b>Recommended awards by FSG (3.2)</b>	<b>£47,072</b>	
<b>Recommended Strategic Proposal (4.2)</b>	<b>£0</b>	<b>£20480</b>

## 3. NEW APPLICATIONS

3.1 The following grants have been awarded under delegated authority by officers

<b>Organisation</b>	<b>Project</b>	<b>Application score</b>	<b>Grant Award</b>
Stratford Town Management Partnership	Accessibility guide	15	£400
Oxhill Village Hall	Kitchen tiling	12	£600
Epilepsy Action	Awareness campaign	12	£126

3.2 The Funding Sub Group recommends awarding grants to the following applicants. Details of applications can be found in Appendix 3

<b>Organisation</b>	<b>Project</b>	<b>Application score</b>	<b>Recommended Award</b>
CVS	Sports & Recreation web info service	17	£5,310
Grace's Playground	Improvements to Play facilities in Ilmington	15	£15,000
Shipston Scout Group	New Scout Hut	14	£10,000
Stratford Community Radio	Community radio station	14	£3,134

<b>Organisation</b>	<b>Project</b>	<b>Application score</b>	<b>Recommended Award</b>
SOA Trampoline Club	New equipment	14	£1,228
Lifespace	Workshops for teenagers	14	£2,400
Stourton & Cherington Playing Fields Assoc	Replacement play equipment in Stourton	13	£10,000

3.3 The Funding Sub Group recommends the following grant requests are declined. Details of applications can be found in Appendix 4.

<b>Organisation</b>	<b>Project</b>	<b>Application score</b>	<b>Requested Award</b>
Tredington Parish Council	Resurface car park	12	£6,920
Mezzo Mums	Competition costs for disadvantaged children	11	£2,322
Shipston Royal British Legion	Remembrance book	8	£1,398
Newbold Sea Scouts	Extension to scout hut	8	£6,170
Shipston St Johns Ambulance	Set up Youth group	8	£1,015

3.4 The recommended awards for each grant application are listed above; however these sums may be increased or decreased at the discretion of the Committee.

#### **4. Strategic Budget Allocation**

4.1 Under the terms of new joint community grants scheme, 15% of the total budget available may be used by the Joint Committee to fund Strategic projects identified via Community Forum. The Joint Committee may also choose to use the 15% allocation to award Community Grants. The 15% allocation in the South area totals **£20,480**.

4.2 No proposals have been received in relation to the Strategic Allocation for this round of Committee meetings.

**The Funding Sub Group recommends that the remaining strategic allocation of £20,480 is allocated for community grants for the next round of funding.**

## **5 Options available to the Committee**

The Committee has the option in each case of awarding, rejecting or amending the grant recommended by the Funding Sub Group.

## **6 Members' Comments**

- 6.1 Each application has been supported by a District or County Councillor. These comments have been reviewed and considered by the Funding Sub Group.

## **7 Implications of the proposal**

### **7.1 Legal/Human Rights Implications**

- 7.2 There are no legal/human rights implications to this report

## **8 Financial**

- 8.1 See 2.1
- 8.2 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.
- 8.3 The Financial aspects of each grant application have been reviewed and considered by the Funding Sub-Group.

## **9 Environmental**

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

## **10 Strategic Priorities**

- 10.1 The extent to which each application supports delivery of the Local Area Agreement Strategic Priorities is identified within the scoring criteria.

## **11 Equality Impact Assessment**

- 11.1 An equality impact assessment has been conducted on each application. Additional points are awarded for projects reducing inequality in the community.

## **12 Risk Assessment**

- 12.1 A risk assessment has been conducted on each application

## **13 CONCLUSION**

- 13.1 That the Committee considers and awards, rejects or amends grants as appropriate for the applications presented.

Robert Walsh  
HEAD OF COMMUNITY SERVICES



*Appendix 1*  
**Criteria of Community Grants Scheme**

Eligible Criteria

To be eligible to apply for a Community Grant the project MUST:

- Provide new opportunities for local people or develop the capacity of local people to run their own projects
- Provide lasting benefit
- Contribute to local Strategic Priorities
- Usually require a maximum of £15,000 from this fund
- Be looking to spend the grant within 24 months of its award subject to flexibility on a case by case basis
- Be led by a fully constituted organisation with its own bank account
- Have not been previously funded by this scheme (groups can reapply for a new project as long as previously funded projects have been completed)

The Community Grant WILL NOT fund:

- The running costs of an established group or activities which are that groups main service
- Ongoing refurbishment, repair or maintenance
- Any costs incurred before the grant is awarded (unless previously agreed)
- Services which are a groups statutory responsibility
- Activities promoting religious beliefs
- Statutory public bodies such as District or Council Councils, Police, PCT (grants to Parish/Town Councils will be considered where evidence of need is indicated within a parish plan or equivalent)
- Commercial projects

Appendix 2

**Evaluation Criteria**

Area	Description	Maximum Points
<b>Location</b>	Projects that will benefit priority wards based on the index of Multiple Deprivation	0 - 4
<b>Reducing Inequalities</b>	Projects that will benefit a local community of Group of people experiencing specific disadvantage or exclusion from mainstream activities	2
<b>Community Involvement</b>	Projects that <ul style="list-style-type: none"> <li>Have involved the local community and/or the projects end-beneficiaries in developing the project</li> <li>Will generate new opportunities for people to get involved in their community</li> <li>Will help to build the capacity of a community group</li> </ul>	4
<b>Community Benefit</b>	Projects that will provide new services or opportunities based on identified need	3
<b>Sustainability</b>	Projects that will create lasting benefits beyond the end of the funding	2
<b>Partnership working</b>	Projects that work effectively with other organisations	1
<b>Quality</b>	Projects that are well thought-out, with clear objectives, timescales, budget and success Measures. Projects that are aware of risks, and demonstrate value for money	2
<b>Strategic Priorities</b>	Projects that will contribute to one or more of the priorities listed and are additional and complementary to other initiatives	2
<b>TOTAL POINTS</b>		<b>20</b>

Appendix 3

**Grant Applications with recommended award**

<b>Organisation</b>	C V S		
<b>Project</b>	To provide a web based Sports and Recreation information service for Stratford District to include: <ul style="list-style-type: none"> <li>• Details of all sports and recreation clubs and activities in the district</li> <li>• Volunteering opportunities</li> <li>• Register of qualified coaches and officials</li> <li>• Register of sports facilities and playing fields</li> <li>• Leagues, competitions and fun days</li> <li>• Information and guidance on training</li> </ul>		
<b>Project Beneficiaries</b>	<b>West</b>	<b>East</b>	<b>South</b>
<b>Total Costs</b>	<b>Grant Requested</b>		<b>% of Costs</b>
£29,900	£14,750 <b>£5,310 from South</b>		49%
<b>Score (out of 20)</b>	<b>17</b>		
<b>Funding Sub Group Recommendation</b>	The need for this project has been by parish council's and parish plan steering groups during meetings with CVS's. It scores well against the aims of the community grants scheme.  <b>Award Grant of £5,310</b>		

Organisation	Grace’s Playground		
Project	To improve play facilities at the village playground in Ilmington to include <ul style="list-style-type: none"><li>• Additional play equipment</li><li>• Adventure trail</li><li>• Musical corner beneficial to special needs</li><li>• Disabled play equipment</li></ul>		
Project Beneficiaries	West	East	South
			1,000
Total Costs	Grant Requested		% of Costs
£54,406	£15,000		27%
Score (out of 20)	15		
Funding Sub Group Recommendation			
The group have raised over £29k through fundraising activities. It will be one of the few play areas in the district to include play equipment suitable for disabled and special needs children.			
Award grant of £15,000			

Organisation	Shipston Scout Hut		
Project	Replacement of the existing Scout Hut with a new log style cabin to include <ul style="list-style-type: none"><li>• More meeting rooms</li><li>• Disabled toilet facilities</li><li>• Energy efficiency measures such as sun tubes</li><li>• Up to date catering facilities</li></ul>		
Project Beneficiaries	West	East	South
			3,000
Total Costs	Grant Requested		% of Costs
£184,000	£15,000		8%
Score (out of 20)	14		
Funding Sub Group Recommendation			
The project will realize significant developers funding that needs to be committed by the end of the financial year. The amount awarded is below the requested amount as the committee had a limited budget and felt that the project could be delivered at lower cost.			
Award grant of £10,000			

Organisation	Stratford Community Radio		
Project	<ul style="list-style-type: none"><li>Equip and run an internet based community radio station</li></ul>		
Project Beneficiaries	West	East	South
	25%	25%	50%
Total Costs	Grant Requested		% of Costs
£18,870	£6,270		33%
	£3,134		
Score (out of 20)	14		
Funding Sub Group Recommendation			
The project encourages volunteering in the community as the station will be manned solely by volunteers. The project will maintain close links with Stratford College.			
Award grant of £3,134			

<b>Organisation</b>	SOA Trampoline Club		
<b>Project</b>	<ul style="list-style-type: none"> <li>• New competition trampoline and safety mats</li> <li>• New equipment is needed to accommodate waiting list</li> </ul>		
<b>Project Beneficiaries</b>	<b>West</b>	<b>East</b>	<b>South</b>
	35	15	50

Total Costs	Grant Requested	% of Costs
£5031	£2456 <b>£1,228 from South</b>	50%
<b>Score (out of 20)</b>	<b>14</b>	
<b>Funding Sub Group Recommendation</b>		
The project meets the aims of the community grants scheme and there is an evident need as the club has a waiting list for classes. <b>Award grant of £1,228</b>		

Organisation	Lifespace		
Project	<ul style="list-style-type: none"><li>Delivering 6-week “how to drug proof your kids” for parents of children aged 10-18 living in Stratford</li><li>Creating and delivering a series of interactive workshops on “managing emotions” for parents and teenagers in Stratford</li></ul>		
Project Beneficiaries	West	East	South
			120
Total Costs	Grant Requested		% of Costs
£4,922	£2,400		49%
Score (out of 20)	14		
Funding Sub Group Recommendation			
The project meets the aims of the community grants scheme and provides support for young people in a targeted area.			
Award grant of £2,400			

Organisation	Stourton & Cherington Playing Fields Association		
Project	Replace all equipment in the village playing fields		
Project Beneficiaries	West	East	South
			200
Total Costs	Grant Requested		% of Costs
£34,974	£15,000		43%
Score (out of 20)	13		
Funding Sub Group Recommendation			
The project meets the aims of the community grants scheme, however not all funding has been secured and there is no financial contribution from the parish council. Given this and budget constraints, the recommendation is to award below the requested amount.			
Award grant of £10,000			

Appendix 4

**Grant Applications recommended no award**

Organisation	Tredington Parish Council		
Project	Improve access to village hall by resurfacing the car park		
Project Beneficiaries	West	East	South
			360
Total Costs	Grant Requested		% of Costs
£13,840	£6,920		50%
Score (out of 20)	12		
Funding Sub Group Recommendation			
The car park is owned by the parish council and therefore the FSG felt that it was their responsibility to pay for the resurfacing.			
No grant award.			

Organisation	Mezzo Mums		
Project	<ul style="list-style-type: none"><li>Travel and competition costs for disadvantaged children to attend national championships</li></ul>		
Project Beneficiaries	West	East	South
	18	7	10
Total Costs	Grant Requested		% of Costs
£16,012	£8,006 <b>£2,322 from South</b>		50%
Score (out of 20)	11		
Funding Sub Group Recommendation			
The project doesn't represent good value for money as calculates as £228 per beneficiary and is for a one-off benefit. There is no evidence of own fundraising to pay towards the travel costs. The application is for retrospective funding. <b>No grant award.</b>			

Organisation	Shipston Royal British Legion		
Project	Publication of a book detailing the background and lives of all men detailed on Shipston War Memorial		
Project Beneficiaries	West	East	South
			4,000
Total Costs	Grant Requested		% of Costs
£2,797	£1,398		50%
Score (out of 20)	8		
Funding Sub Group Recommendation			
The funding sub group recognized the value of this project but felt this was not the scheme for this type of project as it was not originated or developed by the community. The District Council Grants team will provide support on alternative avenues for funding.			
No grant award.			

Organisation	Newbold Sea Scouts		
Project	Extension to the existing scout hut to add: <ul style="list-style-type: none"><li>• Toilet facilities</li><li>• Girls changing room</li><li>• Additional Storage facilities</li></ul>		
Project Beneficiaries	West	East	South
			60
Total Costs	Grant Requested		% of Costs
£12,340	£6,170		50%
Score (out of 20)	8		
Funding Sub Group Recommendation			
The project does not demonstrate wider community usage or any other matched funding.			
No grant award.			

Organisation	St John’s Ambulance, Shipston Branch		
Project	To purchase uniforms and handbooks to start a Youth group of the St John’s Ambulance		
Project Beneficiaries	West	East	South
			30
Total Costs	Grant Requested		% of Costs
£1015	£1,015		100%
Score (out of 20)	8		
Funding Sub Group Recommendation			
The application form was incomplete and therefore it was not clear on the project aims. The amount for grant requested was over the maximum limited for full funding. No other funding has been considered or applied for.			
No grant award.			

## **Grants – working with the Grants Sub Group**

Procedures the SJC Chair will adopt to handle grants

General Principle; Members should gather all the information they need to help them decide whether they agree with the Grants Sub Group's recommendations. The SJC should not duplicate the detailed deliberations of the Grants Sub Group without good reason.

Proposed method for managing the Grants Sub Group section

1. Members ask officers and/or Grants Sub Group members factual questions regarding grant applications – no opinions expressed at this point.
2. Members request, stating their reason, that a detailed debate on a particular grant application occur. (nb; the SJC has agreed that ward members cannot vote on an application in their patch. However as they can speak I think they should not be precluded from requesting a detailed debate for an application for which they are ward member).
3. For those applications for which a detailed debate has not been requested, the Grants Sub Group recommendations are automatically agreed en bloc. (nb do we need a formal vote? – if so members who have an application within their ward in the en bloc section will have to refrain from voting)
4. Detailed debate occurs on extracted applications. Commences with a brief summary from a member of the Grants Sub Group (and/or relevant officer) of the reasoning behind the grant. Reference should also be made to any comments already made in the meeting. During the debate members can ask applicants further questions.
5. The Grants Sub Group's recommendation are agreed, rejected or amended. For the latter two options reasons should be recorded so that they can be communicated to the applicants.

Richard Hyde

Chair of SJC

Circulated to members 26<sup>th</sup> August 2008

Discussed at lead members/officers meeting, 4<sup>th</sup> September and SJC, 25<sup>th</sup> September



### REPORT INFORMATION SHEET

Please complete and submit to Committee Services with draft report

Committee/Date	South Joint Committee 18 <sup>th</sup> December 2008	
Item No/Title of report	Community Grants	
<b>Consultations undertaken</b>		
<b>Consultee</b>	<b>✓</b>	<b>Details / Date of consultation / comments received</b>
Ward Members		
Committee Chairman/ Portfolioholder * <i>*Cllr Richard Hyde</i> <i>Cllr Chris Williams</i>	✓	Draft Report / 20.11.08/ Cllr Hyde requested names & attendance details of the funding sub group are included in the report and that the procedure agreed by Committee for making grant decisions is circulated as part of the report.
FINANCIAL SERVICES * <i>Richard Burrell</i> <i>Sarah Pittaway</i>	✓	Draft Report /20.11.08/ no comments received
Legal Services * <i>*Richard Hood</i>		Draft Report /20.11.08 / no comments received
Other Services		
Other organisations  Martin Gibbins , Amanda Wilson-Patterson – WCC	✓	Draft Report /20.11.08 / no comments received
Final decision by this Committee or recommendation to another committee/Council ?		Final decision
Does this report contain exempt information? If so, under which paragraph(s) ?		No
Does this report relate to a key decision (referred to in the Executive Forward Plan)		No

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**SOUTH JOINT COMMITTEE****18 DECEMBER 2008****Subject: Vision for Stour - Project Funding****Lead Officers: Contact Julia Aratoon  
Contact on 01789 260637****Portfolio Holder: District Councillor C Williams****Summary**

This report provides updated information on the progress of the Vision for Stour projects and suggests funding allocations for the remaining 2008/09 budget of the 2020 Vision Action Plan.

**Recommendation**

**That Committee considers and agrees to the allocation of funds as requested and detailed below.**

**1 BACKGROUND/INFORMATION**

- 1.1 In its budgets for 2008/2009 the Council has allocated £25,000 to be spent in support of the projects identified in the 2020 Vision Action Plan for Shipston and its rural Hinterland.

The community based and led *Vision for Stour* delivery has begun work on delivering the projects agreed by the South Joint Committee earlier in the year and progress is given below. The group have also identified the remaining projects they wish to be funded in the 2008/09 financial year and their findings are presented here together with requests for the allocation of the identified funds.

- 1.2 The control and management of these funds will remain with officers of the Council in conformance with Standing Orders.

**2 VISION FOR STOUR PROGRESS REPORT**

- 2.1 Better Welcome Project

The Better Welcome Project is on track for completion in December 2009. The artistic briefs, site locations and timetabled project management plans have been agreed with the Better Welcome Group and interested parties such as Highways and Construction and Planning and Property Team. It is anticipated that artists will be appointed by February 2009 who will work with local businesses to come up with exciting concepts for projects which will really give a boost to the town.

## 2.2 Community Sports/Play Equipment Bank

All Parishes in the Stour Area have been contacted to highlight local groups who may be interested in the scheme. Through specific leads, 6 groups have been identified where there are settlements of young people and little play provision, these are Quinton Primary School and Village Hall (to share), Little Acorns and Long Compton Sports Club (to share), Shipston Youth Club which encompasses the Church Youth Project and The Outhouse, Tysoe, Brailes Youth Club and Shipston Sports and Social Club who have requested football equipment to support their popular club.

The project is on track for completion in December 2008 when bags will be ordered and distributed.

## 2.3 Cycling Project – Shipston to Moreton Cycle route

A preliminary feasibility study has been carried out, which has examined safety issues, practicality and enjoyment. Both Shipston and Moreton Town Councils have been made aware of the plans, and parishes en route will be contacted by the end of December 2009. Consultant David Miller has been appointed to carry out the work and photographs have been taken and the map has been drafted for the route leaflet. Practical Implementation of the project will begin in January 2009 with completion scheduled for later Spring/Early Summer.

## 2.4 Bio Diversity Action Plan

An enthusiastic group of people has been meeting to discuss a variety of opportunities to support the biodiversity action plan. The complete project is on target for completion by March 2009, although it is hoped some elements will be completed sooner. Three elements have been agreed as follows;

1. Supporting Priority Species
2. A river ecology board for the River Stour
3. Enhancing and increasing use of a community Woodland at Flowers Wood Ilmington.

## 2.5 New members

The Vision Group meets regularly to monitor the progress of these projects, and to look at developing its future strategy. Gaining the interest of new members, especially those out in the parishes has proved to be challenging, but the projects we have worked on have opened some doors. It is important that the Stour Vision is communicated to the parishes to develop a representative group and the support of Members in achieving this would be welcomed.

### 3 FINANCIAL IMPLICATIONS

#### 3.1 Budget

The Council has made available a budget of £25,000 which is to be allocated during 2008/09 and is available in support of the identified agreed projects.

Allocations to date and current requests are shown below

	Allocation	Requested
<b>Previously agreed</b>		
Application 845 Interpretative signage and visitor information point	£5,000	
Application 856 Implementation of aspects of the Parish Bio Diversity Action Plan	£3,000	
Application 847 Provide 5 sets of Community Sports/Play equipment	£2,500	
Application 848 Cycling	£5,500	
<b>Total</b>	<b>£16,000</b>	
<b>New Applications</b>		
Application 866 Dig for Stour (3.2.1)		£4,800
Application 864 Riverside Amenity Area (3.2.2)		£1,900
Application 865 Hub@Shipston (3.2.3)		£2,200
<b>Total</b>		<b>£9,000</b>

#### 3.2 Projects

##### 3.2.1 Application 866 Dig for Stour

This project aims to support healthy through working in partnership with Quinton Primary school. The project will deliver 2 areas;

1. Kitchen Garden - providing opportunities for young people to cultivate, harvest and prepare their own fresh produce.
2. Family Allotments – for use by families with children who attend Quinton Primary School. This will encourage families to interact with school life.

*The requested fund allocation...*

When combined with funding from Quinton Primary School, allow children and parents to participate in growing and preparing their own food.

*Anticipated outcomes Include...*

- More people enjoy a healthier lifestyle by extending opportunities for leisure pursuits
- Promote healthy eating

### 3.2.2 **Application 864 Riverside Amenity Area**

The project will encourage use of the playing field and play equipment at the sports and social club by installing new picnic benches next to the river Stour, and signposting the site from the town centre.

*The requested fund allocation...*

Along side free installation to be carried out by Shipston Town Council, provide a new seated picnic and leisure area by the river stour

*Anticipated outcomes Include...*

- More people enjoying healthier lifestyle through outdoor play and activity
- Awareness and improvement to a green space within walking distance of Shipston Town Centre

### 3.2.3 **Application 865 Hub@Shipston**

The Hub@Blackwell is a successful adult and community learning centre. This project will support the Hub in branching out into Shipston by purchasing equipment to be used for a range of courses in anything from IT to genealogy and craft.

*The requested fund allocation...*

With external funding that is being sought to make necessary improvements to the fabric of the building, allow adult and community learning courses to be held at Norgren Social Club.

*Anticipated outcomes Include...*

- Residents of Shipston on Stour will have improved access to education
- Extend opportunities for leisure pursuits in Shipston on Stour
- Help local businesses improve access to training and development opportunities

## **4 OPTIONS AVAILABLE TO THE COMMITTEE**

- 4.1 The Committee has the option in each case of awarding or rejecting funding allocation requests.

## **5 MEMBERS' COMMENTS**

- 5.1 None received

## **6 IMPLICATIONS OF THE PROPOSAL**

### **6.1 *Legal/Human Rights Implications***

- 6.1.1 At this stage there are no legal/ human rights implications to the projects detailed in this report if this changes the implications of those changes will be considered and appropriate action taken

### **6.2 *Financial***

- 6.2.1 The total budget available is detailed in 3.1 above.

### **6.3 *Environmental***

- 6.3.1 All projects will wherever possible be based upon sound environmental principles.

### **6.4 *Corporate Strategy***

- 6.4.1 The potential projects directly address aspects of the Council's Corporate Strategy and also link to the 2020 Vision for Stour and the Action plan derived from it

## **7 RISK ASSESSMENT**

- 7.1 The individual projects all require, to greater or lesser degrees match funding to ensure their progress to fruition, some of the funds are secured others not and for this reason the projects collectively are categorised as medium risk

## **8 EQUALITY IMPACT ASSESSMENT**

- 8.1.1 At this stage there is no adverse Equality Impact implications as all of the projects are intended to be for the direct or indirect benefit of all members of the community. If specific issues are identified at a later stage these will be considered and appropriate action taken

## **9 CONCLUSION**

The Vision, its derived Actions Plan and the project proposals contained within this report follow extensive community consultation over a period of two years. The deliberations of the dedicated Action Plan delivery group has resulted in the prioritisations identified. These are aimed at furthering the social, environmental and economic wellbeing of Shipston and its surrounding Hinterland. It is recommended that the proposals are supported.

Robert Walsh  
HEAD OF COMMUNITY SERVICES

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**SOUTH JOINT COMMITTEE****18 DECEMBER 2008****Subject: Cotswolds AONB Management Plan****Lead Officer: David Jones****Contact on 01789 260334****Lead Member/  
Portfolio Holder: District Councillor S Gray**

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**Summary**

To consider the Cotswolds Conservation Board's request that the District Council adopts the Cotswolds AONB Management Plan 2008-13.

**Recommendation**

- (1) That the Cotswolds Conservation Board be informed that the District Council will support the implementation of the Cotswolds AONB Management Plan 2008-13; and,**
  - (2) That the District Council endorses the content of the Cotswolds AONB Management Plan 2008-13 as supplementary guidance in accordance with paragraph 6.3 of PPS12.**
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**1 Background/Information**

- 1.1 The District Council has delegated the discharge of the District Council's functions in respect of Areas of Outstanding Beauty to the Joint Committees. All but a small part of the extent of the Cotswolds AONB within Stratford-on-Avon District falls within the area covered by the South Joint Committee. Therefore it is appropriate for the South Joint Committee to determine this matter.
  - 1.2 Part of the Cotswolds Area of Outstanding Natural Beauty covers the southernmost fringes of Stratford-on-Avon District. The AONB is a national designation and is amongst those areas which the Government has confirmed as having the highest status of protection in relation to landscape and scenic beauty. The Countryside and Rights of Way Act 2000 makes it a duty for all relevant authorities to have regard to the purpose of designation when making decisions or carrying out activities in relation to or affecting land within the AONB.
  - 1.3 In 2004 the Cotswolds Conservation Board was established by Parliament, a measure that was supported by the District Council. The District Council contributes to the funding of the Board, together with the other local authorities including Warwickshire County Council, and by Natural England. The District Council nominates one of the Members of the Board. This is Councillor Stephen Gray.
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1.4 The Board has two statutory purposes:

- to conserve and enhance the natural beauty of the area;
- to increase the understanding and enjoyment of the special qualities of the AONB.

In fulfilling these roles, the Board has a duty to seek to foster the economic and social wellbeing of people living in the AONB.

1.5 The Cotswolds Conservation Board has a statutory duty to prepare a Management Plan for the AONB. In accordance with this duty the Board prepared a Management Plan for the period 2008-13 and adopted the document on 27 March 2008. Preparation involved consultation with a wide range of interested parties and also included a formal Strategic Environmental Assessment (SEA) of the plan as required by legislation. The Management Plan and associated documents are available for inspection on the AONB website ([www.cotswoldsaonb.com/page.asp?pageID=12](http://www.cotswoldsaonb.com/page.asp?pageID=12)).

1.6 The Cotswolds AONB Management Plan is a well-presented and illustrated document that provides the Board's vision over the next 20 to 25 years, with an immediate five year time frame of 2008 to 2013. It examines the implications of forces for change which will have a significant bearing on future of the Cotswolds, namely:

- climate change and our response to it;
- the effects of globalisation on agricultural land use;
- pressures from development, changing lifestyles.

1.7 The Plan is divided into sections covering topics such as landscape, historic environment, development and transport, and awareness and appreciation. Each of these topics has a set of objectives and a series of policies with actions and tasks. The tasks are those which the Board will be seeking to undertake over the next five years, subject to availability of resources. However, the Board seeks local authority support for and involvement in the application and achievement of the Management Plan's policies and actions. For ease of reference, these are shown in an Appendix to this report.

1.8 There is a large measure of compatibility between the Management Plan's objectives and policies with those adopted by the District Council in the Stratford-on-Avon District Local Plan Review and those proposed in the Local Development Framework Draft Core Strategy. The Management Plan is driven by the need to be sensitive to the special qualities of the Cotswolds and their locally distinctive characteristics. It will therefore contribute to the achievement of the "high quality environment" that the District Council's Corporate Strategy seeks.

1.9 A number of the actions specified in the Management Plan will not fall within the scope of the District Council to implement, such as those relating to farmland and forestry management, waste disposal and mineral extraction. A resolution to support the implementation of the Management Plan would not oblige the District Council to extend its activities beyond those with which it is involved at this time.

1.10 In June 2008 the Government issued a new PPS12 on Local Spatial Planning. Paragraph 6.3 gives scope for local authorities to endorse

guidance published by a body such as an AONB committee and thereby afford a weight to the document equivalent to that of a Supplementary Planning Document. This can be the case if the document has been subject to consultation and sustainability appraisal. It is on this basis that that Conservation Board is asking local authorities to endorse the Management Plan, given that has been subject to extensive consultation, a formal Strategic Environmental Assessment (SEA) and an Appropriate Assessment for impacts on Sites of European Importance for Nature Conservation.

## **2 Options available to the Committee**

- 2.1 The Committee can decide to support the implementation of the Management Plan and endorse it, as recommended, or it can decide to adopt only one or none of the recommendations. If the latter stance is adopted, then it could be taken as a lack of commitment to the objectives of AONB designation. Such a decision could weaken the District Council's ability to resist inappropriate development proposals within or adjacent to the AONB.

## **3 Members' Comments**

- 3.1 Comments will be reported at the Committee meeting.

## **4 Implications of the proposal**

### **4.1 *Legal/Human Rights Implications***

- 4.1.1 Approval of the recommendations would accord with the District Council's legal duty to have to the purpose of AONB designation when making decisions or carrying out activities in relation to or affecting land within the designated area. Conversely, disapproval of the recommendations may be regarded as a failure to fulfil that duty.
- 4.1.2 As regards human rights, there is no evidence that either approval or disapproval of the recommendations would have an adverse impact on the human rights of individuals or particular groups.

### **4.2 *Financial***

- 4.2.1 The District Council makes an annual financial contribution of £7,255 to the Cotswolds Conservation Board. The Partnership Agreement between the Board and the funding local authorities does not oblige the District Council to increase its current contribution in future years. Endorsing the Management Plan does not change this agreed funding arrangement. Additionally, the District Council may decide to provide financial support for individual projects which have benefit for those parts of the AONB which fall within Stratford-on-Avon, such as those falling within the scope of the SDC Community Grants Scheme.

### **4.3 *Environmental***

- 4.3.1 The ethos of the Management Plan is one of care for the environment of the Cotswolds AONB. It specifies a wide range of measures intended to safeguard and enhance the AONB and also gives due consideration to wider environmental issues such as the mitigation of and adaptation to climate change. Furthermore, the Management Plan has been subject to a Strategic Environmental Assessment and this has had an impact on the content of the final version of the document. It follows that support for

and application of the Management Plan will have significant environmental benefit.

#### **4.4 Corporate Strategy**

- 4.4.1 Support for and endorsement of the AONB Management Plan would be in accordance with the Corporate Strategy's "high quality environment" outcome which is seen as contributing to Aim 2, "a clean and green District".
- 4.4.2 The visitor promotional aspects of the Management Plan will accord with Corporate Strategy's "increased value of the visitor economy across the whole District" outcome which is seen as contributing to Aim 3, "a District where business and enterprise can flourish".

#### **4.5 Equality Impact Assessment**

- 4.5.1 The Management Plan contains a number of objectives, policies, actions and tasks that will help to make the benefits of the AONB available to a broad range of people including members of minority groups and those with special needs. The resolutions proposed in this report will therefore be in line with equality objectives.

### **5 Risk Assessment**

- 5.1 As mentioned in paragraph 2.1 above, not adopting the recommendations could make it more difficult to resist inappropriate development in the AONB. Conversely, there appear to be no adverse risks to the interests of the District Council through adoption of the recommendations.

### **6 Conclusion**

- 6.1 The Cotswolds AONB Management Plan 2008-2013 is a sound document which echoes many of the District Council's own priorities and objectives. Members are therefore requested to support the implementation of the Plan and to endorse its use as supplementary guidance.

Pat Reid

HEAD OF PLANNING SERVICES

Background papers:

*Cotswolds AONB Management Plan 2008-13*

*Strategic Environmental Assessment of the Cotswolds AONB Management Plan 2008-13*

*Appropriate Assessment under the Habitat Regulations*

## Cotswolds AONB Management Plan 2008-13 Policies, Actions and Tasks

### CLIMATE CHANGE TABLE 1

Policy	
<b>CCP1:</b> <i>That the impact of climate change on the Cotswolds AONB is understood and a strategic response is developed.</i>	
Actions	Tasks
<b>CCA1:</b> To encourage, support and analyse research on the impact of climate change on the Cotswolds AONB.	<b>CCT1:</b> Be actively involved in regional fora and other groups researching the impact of climate change.
	<b>CCT2:</b> Monitor and analyse climate change research findings and their implications for the special qualities of the Cotswolds AONB.
<b>CCA2:</b> To agree an action plan by 2010 to encourage all those involved in the management of the AONB to address climate change issues by adapting land uses and by exploiting new opportunities arising out of mitigation strategies.	<b>CCT3:</b> Promote agreed Climate Change Action Plan to land managers.

### CLIMATE CHANGE TABLE 2

Policy	
<b>CCP2:</b> <i>That measures are taken to mitigate the causes of climate change.</i>	
Actions	Tasks
<b>CCA3:</b> To encourage and support energy conservation measures in order to help meet national and regional targets for energy consumption in order to mitigate the impact of climate change by reducing greenhouse gas emissions.	<b>CCT4:</b> Be active in regional and local fora involved in promoting energy conservation measures.
	<b>CCT5:</b> Provide and promote advice on energy conservation measures to reduce the 'carbon footprint' of the Cotswolds compatible with the character and appearance of the landscape.
	<b>CCT6:</b> Develop and implement a carbon footprint reduction action plan in relation to the Board's own activities.
<b>CCA4:</b> To encourage and support appropriate scale renewable energy generation in order to help meet national and regional targets for renewable energy generation to mitigate the impact of climate change by reducing greenhouse gas emissions.	<b>CCT7:</b> Be involved in regional and local fora promoting renewable energy compatible with the character and appearance of the landscape.
	<b>CCT8:</b> Provide and promote advice on renewable energy technologies compatible with the character and appearance of the landscape.

### CLIMATE CHANGE TABLE 3

Policy	
<b>CCP3:</b> <i>That measures are in place to adapt to the likely impacts of climate change.</i>	
Actions	Tasks
<b>CCA5:</b> To analyse published research by 2010 to better understand and disseminate the implications of climate change on the special qualities of the Cotswolds and by 2013 to agree an action plan to implement measures to adapt to these impacts, and identify the effect of these measures on existing landscape character.	<b>CCT9:</b> Analyse published research into the likely impacts of climate change on the Cotswolds landscape.
	<b>CCT10:</b> Develop and promote adaptation policies as part of a Climate Change Action Plan (see CCA2).

### GLOBALISATION AND THE EFFECTS ON AGRICULTURAL LAND USE

Policy	
<b>GLOP1:</b> <i>That the likely impact of globalisation on agricultural land use in the AONB is understood and a strategic response is in place.</i>	
Actions	Tasks
<b>GLOA1:</b> To analyse published research by 2009 to better understand and disseminate the implications of globalisation on the special qualities of the Cotswolds and by 2010 agree an action plan to implement measures to adapt to these impacts, and identify the effect of these measures on existing landscape character.	<b>GLOT1:</b> Analyse published research into the likely impacts of globalisation on the Cotswolds landscape.
	<b>GLOT2:</b> Develop policy responses to mitigate and adapt to the identified impacts of globalisation on agricultural land use.

### PRESSURES FROM DEVELOPMENT, CHANGING LIFESTYLES AND TRANSPORTATION

Policy	
<b>PP1:</b> <i>That the conservation and enhancement of the AONB and its special qualities is fully taken into account in strategies, plans and guidance produced to address development, transport, and service provision in and around the AONB.</i>	
Action	Tasks
<b>PPA1:</b> To encourage and assist Government, regional agencies and local authorities when devising their policies, plans and strategies and implementing them, to understand and take properly into account the purpose of the designation of the Cotswolds AONB.	<b>PPT1:</b> Be actively involved in the preparation of policies, plans and strategies for planning, transport and service provision affecting the AONB.
	<b>PPT2:</b> Produce and promote Position Statements on issues affecting the AONB.

	<b>PPT3:</b> Respond consistently and constructively to consultations on planning and transport matters, using Position Statements as the basis for responses.
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## LANDSCAPE

Policies	
<b>LP1:</b> <i>That the unique character, tranquillity, and special qualities of the Cotswolds landscape are conserved and enhanced.</i>	
Actions	Tasks
<b>LA1:</b> Rigorously assess development proposals <sup>1</sup> and changes in land management that would have major implications for the Cotswold landscape, both individually and cumulatively, and/or would set an important precedent for future proposals that would adversely affect the special qualities, geology or tranquility of the AONB.	<b>LT1:</b> Respond to all consultations on such proposals for development and land management changes to secure the conservation and enhancement of the landscape.
<b>LA2:</b> Encourage the use of published landscape and land management guidance which interprets and applies landscape character assessments.	<b>LT2:</b> Publish, review, monitor and assess the use of Landscape Strategy and Guidelines for all landscape character types in the AONB.
	<b>LT3:</b> Secure Geopark status for the most geologically significant part of the Cotswolds AONB.
<b>LA3:</b> Monitor landscape change at five-yearly intervals commencing at the start of the plan period.	<b>LT4:</b> Set up and implement a landscape monitoring system, including on a parish basis.

<sup>1</sup> See 'Development and Transport' section for further consideration of 'development'.

## RURAL LAND MANAGEMENT

Policies	
<p><b>RLMP1:</b> <i>That viable, sustainable farming that meets environmental standards remains one of the principal land uses within the Cotswolds AONB and contributes to maintaining the quality of the landscape.</i></p> <p><b>RLMP2:</b> <i>Rural land management that conserves and enhances natural resources including biodiversity and landscape character, and aids public enjoyment of the Cotswolds AONB is supported and rewarded.</i></p> <p><b>RLMP3:</b> <i>All landscape management is in accordance with guidance based on landscape character assessments which identify the special qualities of the Cotswolds landscape.</i></p> <p><b>RLMP4:</b> <i>A sustainable rural economy, which provides economic viability whilst enhancing the Cotswolds landscape and biodiversity, is developed.</i></p> <p><b>RLMP5:</b> <i>The conservation and enhancement of ancient woodland, parkland, hedgerow, urban and veteran trees is undertaken to maintain their landscape, ecological and cultural value.</i></p> <p><b>RLMP6:</b> <i>That the skills required to care for and promote the landscape and its special qualities are increased, with opportunities to acquire and develop such skills available to all.</i></p>	
Actions	Tasks
<b>RLMA1:</b> Pursue the adoption of land management policies and funding regimes at the national and regional level which reflect AONB priorities.	<b>RLMT1:</b> Take part in regional and local fora to advance policy and practice in the AONB.
	<b>RLMT2:</b> Respond to consultations on new support mechanisms and strategies including any proposals for the revision or replacement of the Environmental Stewardship scheme.
<b>RLMA2:</b> Identify and support opportunities for Cotswold land managers to diversify their businesses in ways that are compatible with AONB objectives.	<b>RLMT3:</b> Provide and promote guidance on farm diversification.
<b>RLMA3:</b> Pursue and support landscape management that takes account of sustainable economic, social and environmental objectives and is supported by advice, grants and strategies.	<b>RLMT4:</b> Provide and promote guidance on sustainable landscape management.
	<b>RLMT5:</b> Take part in regional and local woodland fora.
	<b>RLMT6:</b> Respond to consultations on proposals for new strategies and grant schemes.
<b>RLMA4:</b> Encourage and support actions to protect and manage limestone grassland, ancient and semi-natural woodland, veteran trees and important individual trees.	<b>RLMT7:</b> Provide and promote published guidance on limestone grassland, ancient and semi-natural woodland and veteran tree management.



<b>RLMA5:</b> Encourage and support the development of markets for timber, wood fuel and other woodland products and services and other income generating uses for woodland, including access, which encourages sustainable management and economic viability.	<b>RLMT8:</b> Provide and promote guidance on sustainable woodland product marketing.
<b>RLMA6:</b> Encourage and support tree and woodland planting which is in accordance with landscape character assessments and guidelines.	<b>RLMT9:</b> Revise and promote woodland planting guidance in the light of known climate change impacts. <sup>2</sup>
<b>RLMA7:</b> Encourage suitable training provision for land management and building skills where skill shortages are identified, and make such training accessible to all members of the community.	<b>RLMT10:</b> Develop and implement a programme giving opportunities for residents within and around the AONB to obtain rural skills.

Note: Policy RLMP4, Actions RLMA2, 3 and 5, and Tasks RLMT3, 4, and 8 particularly contribute to the social and economic well-being of those living and working in the AONB by promoting a viable rural economy. Policy RLMP6, Action RLMA7 and Task RLMT10 foster the social and economic well-being of those living and working in the AONB by providing employment and active leisure opportunities.

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<sup>2</sup> See 'Forces for Change' section for more information and responses to climate change.

## NATURAL RESOURCES

Policies	
<p><b><i>NRP1:</i></b> That the exploitation of natural resources is managed so as to conserve and enhance the natural beauty of the AONB.</p> <p><b><i>NRP2:</i></b> That carbon emissions from activities within the AONB are reduced through a combination of reducing energy consumption by applying energy conservation measures and encouraging more sustainable patterns of development, together with renewable energy generation by technologies that are of an appropriate scale for their siting.</p> <p><b><i>NRP3:</i></b> That less waste is produced through waste minimisation and recycling of waste materials generated by residents and visitors, construction and redevelopment, agriculture and tourism providers. Any residual waste is disposed of locally where there is no harm to the distinctive characteristics of the AONB.</p> <p><b><i>NRP4:</i></b> That soils are used sustainably by maintaining the protection and management of soils within a range of land uses so as to reflect good agricultural practice and to minimise the direct pollution of soils and loss of this irreplaceable natural resource through soil erosion.</p>	
Actions	Tasks
<p><b>NRA1:</b> Encourage and support the reduction, reuse and recycling of waste through policies in Waste Local Development Plan Documents, including the local disposal of residual waste where this will ensure reduced traffic impact and will result in no harm to the distinctive characteristics of the AONB.</p>	<p><b>NRT1:</b> Contribute to the preparation of Waste Local Development Plan Documents.</p>
<p><b>NRA2:</b> Encourage and support energy conservation measures, more sustainable patterns of development, and appropriate scale renewable energy generation in order to help meet national and regional targets for energy consumption and generation in order to mitigate the impact of climate change.</p>	<p><b>NRT2:</b> Provide and promote guidance on energy conservation and renewable energy generation with particular reference to the need to conserve and enhance the distinctive characteristics of the AONB.</p>
<p><b>NRA3:</b> Encourage and support, through policies in Minerals Local Development Plan Documents produced by Minerals Planning Authorities, the safeguarding of supplies of natural building and roofing stone from sources of appropriate location and scale for historic repair and preservation purposes. Further, to maintain local distinctiveness where no harm is caused to the landscape and traffic is minimised, whilst discouraging the extension of quarrying for crushed rock and aggregates, except where required in the national interest.</p>	<p><b>NRT3:</b> Contribute to the preparation of Regional Spatial Strategies, Minerals Local Development Plan Documents, and Local Development Frameworks.</p>

<b>NRA4:</b> Support appropriate measures to protect water resources and maintain water quality and minimise flood risk as set out in Catchment Abstraction Management Strategies and River Basin Management Plans and other measures.	<b>NRT4:</b> Contribute to the preparation of Catchment Abstraction Management Strategies and River Basin Management Plans and similar plans.
<b>NRA5:</b> To support measures to conserve soil quality as set out in Soil Strategy and Action Plan for England.	<b>NRT5:</b> Promote guidance on soil conservation measures.

## HISTORIC ENVIRONMENT

Policies	
<p><b>HEP1:</b> That change is managed in ways that protect, conserve and enhance the historic environment and the cultural heritage of the AONB.</p> <p><b>HEP2:</b> That the wealth of historic resources in the Cotswolds AONB is better identified, recorded, and understood.</p>	
Actions	Tasks
<b>HEA1:</b> Provide support and assistance for the conservation, restoration and interpretation of significant local features within the AONB.	<b>HET1:</b> Encourage new land management and agri-environment schemes to include measures to encourage the conservation and enhancement of the historic environment.
	<b>HET2:</b> Work with the Historic Environment Working Group to identify and implement programmes of work in relation to the dissemination of best practice relating to the conservation and enhancement of the historic environment in the AONB.
<b>HEA2:</b> Encourage the adequate provision of historic environment advice across the whole of the AONB to ensure adequate protection and recording of any significant remains.	<b>HET3:</b> Encourage English Heritage to accelerate the scheduling of ancient monuments and the review of listed buildings.
	<b>HET4:</b> Encourage English Heritage and the local authorities to provide an adequate level of historic environment services.
<b>HEA3:</b> Encourage and support the development of a comprehensive set of Historic Environment Records for the AONB which is maintained in a secure and easily accessible form.	<b>HET5:</b> Work with the Historic Environment Group to secure the Historic Environment Record for the Cotswolds AONB.

## BIODIVERSITY

Policies	
<p><b>BP1:</b> That UK Biodiversity Action Plan priority habitats and species in the Cotswolds AONB have been maintained and where possible, enhanced, by the end of the plan period.</p> <p><b>BP2:</b> That 95% by area of designated sites and UK Biodiversity Action Plan priority habitats in the Cotswolds AONB are in 'favourable' or 'unfavourable improving' condition by the end of the plan period.</p> <p><b>BP3:</b> That a co-ordinated programme of work is in place to restore, re-create, link and buffer UK Biodiversity Action Plan priority habitats and species assemblages.</p> <p><b>BP4:</b> That by the end of the plan period, baseline biodiversity data will be available across the AONB in a readily accessible form.</p>	
Actions	Tasks
<p><b>BA1:</b> Encourage and support action during the plan period to prevent any further loss and enhance where possible designated areas and other areas known to contain priority Biodiversity Action Plan habitats and species when identified within, and adjoining, the AONB.</p>	<p><b>BT1:</b> Work with the Biodiversity Working Group and other partners to develop and implement programmes and projects relating to the priority habitats and species.</p>
	<p><b>BT2:</b> Work with the Biodiversity Working Group to achieve consistency in priority habitats and species in Local Biodiversity Action Plans.</p>
	<p><b>BT3:</b> Work with the Biodiversity Working Group to identify and obtain the datasets critical to AONB biodiversity management.</p>
<p><b>BA2:</b> Encourage the improvement of priority habitat and species conservation by extending and improving ecological connections between habitats at an appropriate landscape scale.</p>	<p><b>BT4:</b> Work with the Biodiversity Working Group and other partners to develop and implement programmes and projects, through the 'Nature Map' and other regional programmes.</p>
<p><b>BA3:</b> Encourage and support measures, including financial subsidies under agri-environment schemes, targeted towards the protection and enhancement of the AONB's priority habitats and species.</p>	<p><b>BT5:</b> Work with the Biodiversity Working Group and Farming Forum to make representations to DEFRA and other organisations regarding targeted funding of schemes.</p>
<p><b>BA4:</b> Encourage the recording of the key priority biodiversity resource within the AONB in an easily accessible form.</p>	<p><b>BT6:</b> Work with partner organisations through the Biodiversity Working Group to secure better recording and interpretation of the biodiversity resource.</p>

## DEVELOPMENT AND TRANSPORT

Policies	
<p><b>DTP1:</b> That all Local Development Framework documents and planning decision-making processes will use the following criteria to determine the acceptability of a proposed development in the Cotswolds AONB. Development will:</p> <ul style="list-style-type: none"> <li>• be compatible with the distinctive character of the location as described by the relevant landscape character assessment, strategy and guidelines;</li> <li>• incorporate designs and landscaping consistent with the above, respecting the local settlement pattern and building style;</li> <li>• be designed to respect local building styles and materials;</li> <li>• incorporate appropriate sustainability elements and designs;</li> <li>• maintain or improve the existing level of tranquillity;</li> <li>• not have an adverse impact on the local community amenities and services and access to these;</li> <li>• protect, or where possible enhance, biodiversity;</li> <li>• be in accordance with a more sustainable pattern of development, reducing dependence on car travel.</li> </ul> <p><b>DTP2:</b> That only development which supports the local economy, improves access to local services, and increases the opportunity for people to live and work in their local community will be promoted in Regional Spatial Strategies and Local Development Frameworks, unless required for some clearly identified national interest.</p> <p><b>DTP3:</b> That the special qualities of the AONB are fully respected in the planning, design, provision and management of all types of transport.<sup>3</sup></p> <p><b>DTP4:</b> That those involved in the care of the AONB have the opportunity to live within it.</p> <p><b>DTP5:</b> That the current level of local services and access to those services is maintained or enhanced where possible, to support sustainable communities.</p> <p><b>DTP6:</b> That issues of importance for the management of the landscape are fully reflected in community focused strategies and plans.</p> <p><b>DTP7:</b> That opportunities are taken to promote public transport and reduce the use of private cars.</p>	
Actions	Tasks
<p><b>DTA1:</b> Promote consistency in decision making on proposed developments throughout the AONB and in surrounding areas, having regard to the criteria in objective DTP1.</p>	<p><b>DTT1:</b> Provide and promote guidance for decision makers on developments within and affecting the AONB.</p>
	<p><b>DTT2:</b> Work with the Planning Working Group to achieve consistency of approach to planning matters across the AONB.</p>
<p><b>DTA2:</b> Encourage high standards of sensitive siting and design, using traditional building styles, energy conservation and innovation that respects the distinctiveness of character within particular parts of the AONB.</p>	<p><b>DTT3:</b> Provide and promote design guidance.</p>

<sup>3</sup> Transport includes walking, cycling and horse riding as well as road and rail transport.

<b>DTA3:</b> Devise and promote measures for the design, provision, and management of transport infrastructure facilities which respect the special qualities of the Cotswolds AONB.	<b>DTT4:</b> Provide and promote design and maintenance guidance and promote best practice with respect to transport matters.
	<b>DTT5:</b> Work with the Transport Working Group to achieve consistency of approach to transport matters across the AONB.
<b>DTA4:</b> Encourage the provision of an adequate level of affordable housing <sup>4</sup> within the Cotswolds AONB including for those who care for the landscape.	<b>DTT6:</b> Work with the Planning Working Group to secure consistent affordable housing policies in Local Development Frameworks.
	<b>DTT7:</b> Work with Rural Housing Enablers to identify opportunities for affordable housing.
<b>DTA5:</b> Encourage and promote the increased use of buses, trains, cycling and walking through Local Transport Plans, Rights of Way Improvement Plans and other measures.	<b>DTT8:</b> Provide and promote guidance and timetables to link public transport with opportunities to explore the Cotswolds.
	<b>DTT9:</b> Develop further and implement a guided walks programme accessible to all and with links to public transport.
	<b>DTT10:</b> Contribute to the preparation of Local Transport Plans and Rights of Way Improvement Plans.
	<b>DTT11:</b> Work through the Transport Working Group to achieve improvements in public transport services.
<b>DTA6:</b> Monitor proposed changes to services and access to those services and pursue the maintenance of at least the current level of service.	<b>DTT12:</b> Set up monitoring systems with service providers.
	<b>DTT13:</b> Respond to proposed changes in service provision or access to services.
<b>DTA7:</b> Contribute to the formulation of strategies, plans and policies impacting upon communities and their environment within the Cotswolds AONB.	<b>DTT14:</b> Respond to consultations on such strategies, plans and policies.

**NOTE:** Policies PTP 2, 4, 5 and 6, Actions PTA 4, 5, 6 and 7 and Tasks PTT6, 7, 11, 12, 13, 14 also seek to foster the economic and social well-being of people living in the AONB by promoting sustainable communities and a viable rural economy.

<sup>4</sup> Affordable housing includes social rented and intermediate housing, provided to specified eligible households whose needs are not met by the market, Planning Policy Statement 3.

## AWARENESS AND APPRECIATION

Policies	
<p><b>AAP1:</b> <i>That there is greater awareness and appreciation by those who live in and around the AONB, work in or visit the Cotswolds, of the purposes of designation, the special qualities of the AONB and the positive benefits of actively experiencing and helping to sustain them.</i></p> <p><b>AAP2:</b> <i>That landowners and the public have a greater awareness of the positive benefits obtained by sustainable land management in conserving and enhancing landscape character and how they can support this by the production and consumption of the goods, products and services provided by such management.</i></p>	
Actions	Tasks
<p><b>AAA1:</b> Take action to promote greater public understanding of the significance of the landscape, its management requirements and the benefits of actively experiencing the special qualities of the AONB.</p>	<p><b>AAT1:</b> To interpret, provide and promote guidance on the significance of the landscape, its special qualities, opportunities for access, and management requirements.</p>
	<p><b>AAT2:</b> To provide events and outreach opportunities to improve the Board's interface with the public.</p>
<p><b>AAA2:</b> Make people more aware of the opportunities provided by the AONB for enjoyment, appreciation, and active conservation as well as a resource for economic activity.</p>	<p><b>AAT3:</b> To interpret, provide and promote guidance on the opportunities provided by the AONB for enjoyment, appreciation, and active conservation as well as a resource for economic activity.</p>
<p><b>AAA3:</b> Promote the dissemination of public information and accessible advice for land owners regarding land management techniques to conserve and enhance the AONB.</p>	<p><b>AAT4:</b> To work through the Farming Forum and other methods, including the Board's website, to provide information regarding land management techniques.</p>
<p><b>AAA4:</b> To promote the production and consumption of the products, goods and services that help conserve and enhance the AONB.</p>	<p><b>AAT5:</b> To provide and promote information regarding the products, goods and services produced in the AONB.</p>
<p><b>AAA5:</b> To encourage and support inclusive public involvement and commitment to the future planning of communities and the countryside.</p>	<p><b>AAT6:</b> To provide and support guidance for the preparation of Parish Plans.</p>
<p><b>AAA6:</b> To provide advice and guidance on local distinctiveness throughout the AONB and encourage provision by others. This will include advice on design in towns and villages, the design of agricultural building conversions, the retention and restoration of locally distinctive features and the promotion of best practice.</p>	<p><b>AAT7:</b> Provide and promote information about the historic environment for householders, farmers, landowners and land management advisers within the Cotswolds.</p>
	<p><b>AAT8:</b> Maintain contact with organisations involved in managing the historic environment of the area, and facilitate dialogue between them through the Historic Environment Working Group.</p>

	<p><b>AAT9:</b> Encourage the production of, and contribute to the development of, strategies, design guidance and Supplementary Planning Documents which promote the conservation and enhancement of the historic environment.</p>

**NOTE:** Policy AAP2, Actions AAA2, 4 and 5 and Tasks AAT3, 5, and 6 also seek to foster the economic and social well-being of people living in the AONB by providing opportunities to develop sustainable communities and a viable rural economy.



## ENJOYING AND EXPLORING

Policies	
<p><b>EEP1:</b> That visitors and the tourism industry understand the need for, and support the conservation and enhancement of, the special qualities of the AONB as the key assets upon which tourism in the Cotswolds is based.</p> <p><b>EEP2:</b> That the tourism industry makes a vital contribution to the Cotswold economy while at the same time seeking to manage in a positive and sustainable manner the pressures tourism places on the natural beauty of the AONB.</p> <p><b>EEP3:</b> That there is a coordinated approach to the appropriate management and promotion of public access and quiet recreational activities with planning to ensure access for all.</p>	
Actions	Tasks
<b>EEA1:</b> Support strategies for the provision and management of tourism and visitor requirements in ways which are of high quality and are economically, socially and environmentally sustainable, and which fully respect the natural beauty of the Cotswolds.	<b>EET1:</b> To work with the Cotswolds and Forest of Dean DMO and other DMOs <sup>5</sup> to implement elements of those strategies relating to sustainable tourism in the Cotswolds.
<b>EEA2:</b> Research and implement green tourism initiatives.	<b>EET2:</b> To implement an initiative whereby voluntary financial contributions are obtained from visitors for the management of, and access to, the Cotswolds landscape and encourages tourism businesses to achieve Green Tourism Business Scheme (GTBS) accreditation <sup>6</sup> .
	<b>EET3:</b> Investigate securing European Charter for Sustainable Tourism status for the Cotswolds AONB.
<b>EEA3:</b> To support further opportunities and facilities for quiet recreational activity, public enjoyment and understanding of the special qualities of the AONB, and the improvement of health and well-being for both residents and visitors, and managing those activities which may adversely affect those qualities.	<b>EET4:</b> To maintain and develop further a guided walks and events programme in association with partner organisations to provide access opportunities for all.
	<b>EET5:</b> To maintain support for the Cotswolds Voluntary Wardens and volunteering for the management of the AONB landscape, and access and interpretation opportunities.
	<b>EET6:</b> To develop and implement a programme linking the AONB with the most deprived wards around the AONB to provide opportunities for access, quiet recreation and landscape conservation.

<sup>5</sup> Other DMOs operate in Oxfordshire, Wiltshire, Bath, Worcestershire and Warwickshire.

<sup>6</sup> For details of the accreditation scheme, see [www.green-business.co.uk](http://www.green-business.co.uk).

<p><b>EEA4:</b> To encourage and promote during the plan period the increased use of rights of way by all in a coherent, way through Local Transport Plans, Rights of Way Improvement Plans and other measures.</p>	<p><b>EET7:</b> To work with transport providers to secure improved links with recreational opportunities.</p>
	<p><b>EET8:</b> To be involved in the formulation of consistent Local Transport Plans and Rights of Way Improvement Plans and the promotion and management of the Cotswold Way National Trail.</p>

**NOTE:** Policy EEP2, Action EEA1, and Task EEA1 seek to foster the economic and social well-being of people living in the AONB through the development of a viable rural tourism economy.

## Agenda No

**AGENDA MANAGEMENT SHEET**

<b>Name of Committee</b>	<b>Stratford on Avon South Joint Committee</b>
<b>Date of Committee</b>	<b>18 December 2008</b>
<b>Report Title</b>	<b>Disabled Access over Lucy's Mill Footbridge, Stratford-upon-Avon</b>
<b>Summary</b>	This Report details the advice given by the Strategic Director for Performance and Development regarding County Council obligations for providing disabled access over Lucy's Mill Footbridge.
<b>For further information please contact</b>	<p>Lisa Arben Senior Solicitor Tel. 01926 418288 lisaarben@warwickshire.gov.uk</p> <p>Mushtak Ahmed Section Engineer Tel. 01926 418191 Mushtakahmed@warwickshire.gov.uk</p>
<b>Would the recommended decision be contrary to the Budget and Policy Framework?</b>	Yes/No
<b>Background Papers</b>	Committee Report dated 25 <sup>th</sup> September 2008.

**CONSULTATION ALREADY UNDERTAKEN:-***Details to be specified*

Other Committees	<input type="checkbox"/> .....
Local Member(s) (With brief comments, if appropriate)	<input checked="" type="checkbox"/> Councillor R Hyde Councillor M Perry
Other Elected Members	<input type="checkbox"/> .....
Cabinet Member (Reports to The Cabinet, to be cleared with appropriate Cabinet Member)	<input type="checkbox"/> .....
Chief Executive	<input type="checkbox"/> .....
Legal	<input type="checkbox"/> I Marriott

Finance	<input type="checkbox"/>	.....
Other Chief Officers	<input type="checkbox"/>	.....
District Councils	<input type="checkbox"/>	.....
Health Authority	<input type="checkbox"/>	.....
Police	<input type="checkbox"/>	.....
Other Bodies/Individuals	<input type="checkbox"/>	.....

**FINAL DECISION**                      **YES/NO**      *(If 'No' complete Suggested Next Steps)*

***SUGGESTED NEXT STEPS :***

*Details to be specified*

Further consideration by this Committee	<input type="checkbox"/>	.....
To Council	<input type="checkbox"/>	.....
To Cabinet	<input type="checkbox"/>	.....
To an O & S Committee	<input type="checkbox"/>	.....
To an Area Committee	<input type="checkbox"/>	.....
Further Consultation	<input type="checkbox"/>	.....

**Stratford on Avon South Joint Committee  
18 December 2008**

**Disabled Access over Lucy's Mill Footbridge, Stratford-upon-Avon**

**Joint Report of the Strategic Directors for  
Performance and Development and Environment & Economy**

**Recommendation**

That the Committee notes the findings of this Report regarding the provision of disabled access over Lucy's Mill Footbridge..

**1. Introduction**

- 1.1 A Report was presented to this Committee on 25<sup>th</sup> September 2008 regarding feasibility studies which investigated several options proposed by Stratford Voice to upgrade this footbridge.
- 1.2 The Report concluded that the options explored do not appear to be suitable and that a further examination should be undertaken to review the Council's obligations regarding accessibility over this bridge. This Report presents the findings of this examination and the associated practical and legal issues.
- 1.3 The Strategic Director for Performance and Development has also reviewed the proposals and given advice on this matter, which is summarised in the findings below.

**2. Background**

- 2.1 The footbridge and the footpath leading up to it from the Town side is public highway maintainable by the Highway Authority at public expense. This public highway stops at the Eastern end of the footbridge.

**3. Requirements of the Disability Discrimination Act 2005**

- 3.1 The Disability Discrimination Act 2005 (the DDA) makes it unlawful for those who provide goods, facilities or services to the public to discriminate against a disabled person in relation to the goods, facilities or services in question. It also makes it unlawful for the County Council, acting as a public authority, to discriminate against a disabled person when carrying out one of its functions.

- 3.2 The form of discrimination, which is relevant for the purposes of this matter, occurs when a public authority in carrying out a function fails to make reasonable adjustments which makes it impossible or unreasonably difficult for the disabled person to receive any benefit that is or may be conferred and cannot show that the failure is justified.
- 3.3 The duty to make reasonable adjustments comprises a number of duties which include the duty to overcome a physical feature by either removing the feature; altering it; avoiding it; or carrying out the function by an alternative method. It is clear that a bridge and its approaches come within the definition of “physical feature”. In this case the County Council needs to look at whether it is required to alter the bridge or carry out its function by an alternative method.
- 3.4 The duty to make reasonable adjustments is a duty owed to disabled people at large. The County Council is required, when it is considering reasonable adjustments, to have regard to the Department For Transport’s Inclusive Mobility document and to use the design standards set out in this document.
- 3.5 The duty to make reasonable adjustments places public authorities under a responsibility to take such steps as it is reasonable, in all the circumstances of the case, for the authority to have to take in order to make reasonable adjustments. The DDA does not specify that any particular factors should be taken into account. What is a reasonable step for a particular public authority to have to take depends on all the circumstances of the case. It will vary according to the type of function being carried out; the resources of the public authority and the effect of the disability on disabled persons generally. However, the following are some, but not an exhaustive list, of the factors which might be taken into account when considering what is reasonable. These are as follows:
- whether taking any particular steps would be effective in overcoming the difficulty that disabled people face in accessing the services in question
  - the extent to which it is practicable for the public authority to take the steps
  - the financial and other costs of making the adjustment
  - the extent of any disruption which taking the steps would cause
  - the extent of the public authority’s financial and other resources
  - the amount of any resources already spent on making adjustments ; and
  - the availability of financial or other assistance
  - the nature and extent of any benefits.

#### **4. Consideration of Reasonable Adjustments?**

- 4.1 What is a reasonable adjustment depends on all the circumstances of the case, including the particular factors set out above.
- 4.2 The report to this Committee on 25<sup>th</sup> September 2008 indicated that the refurbishment options considered are not feasible or practical mainly due to the location of the bridge and the land on either side of it. The Environment Agency has already indicated the restrictions it would place on any proposed scheme.
- 4.3 Regardless of this, if the bridge was refurbished, the refurbishment would be done in such a way as to enable those people with reduced mobility to use it. However there is a crossing approximately 1 kilometre upstream which is accessible to those with reduced mobility – the tramway footbridge. This bridge provides access to the main facilities and amenities of the town. Lucy's bridge, although it provides for recreational users, on the other hand has no obvious facilities or amenities within a short distance which would favour crossing at this point rather than further upstream. Whilst there has been no detailed survey taken of the number of disabled people who would be likely to benefit from the scheme, it can be said that the location of the tramway footbridge is more convenient to access Stratford town centre.
- 4.4 The scheme is estimated to cost in excess of £1.5 million. The County Council is unlikely to receive funding for the scheme from other sources. In particular, this scheme does not meet current criteria for AWM funding.
- 4.5 The County Council inherited the bridge when it took over responsibility for the structure. Since then it has maintained the bridge. There appears to be no significant expenditure required in the short to medium term to keep the structure of the bridge maintained. Making Lucy's Mill bridge accessible to disabled persons would require the County Council to go further than maintaining the structure, it would in effect require the creation of a new bridge albeit on the same footings.
- 4.6 Consideration should be given to those who would be affected by the works to the bridge. Those who would be affected to the greatest extent would be those whose land is needed to be able to construct the ramp on the West Bank. The County Council should only seek to interfere with their rights in cases where there is a compelling need for the scheme that would benefit a significant number of people. Even at this initial stage the scheme is unlikely to justify the interference by the County Council of the rights of the landowners.
- 4.7 Whilst the County Council must ensure that any refusal by the regulatory bodies is reasonable and it is unlikely to successfully appeal their decision, it is not suggested this means that the County Council has to go to the time and expense of making an application or an order which it knows has no chance of success or being confirmed. Additionally it would be unreasonable for the County Council to proceed with a scheme which it considered unlikely to be confirmed by either the Secretary of State or the Environment Agency. This

would mean that the landowners may incur significant costs in protecting their interests.

## **5. Installing Lifts at both ends of the Footbridge**

- 5.1 The possibility of providing a lift at each end of the bridge has been raised by a local resident representing the disabled users, who quoted an example of a lift being installed at the new sports pavilion being constructed for Worcester Cricket Club.
- 5.2 A lift at such a venue or a multi-storey car park or a shopping mall is in a completely different setting in terms of location, emergencies, maintenance, security, vandalism, breakdowns, flooding, personal safety, etc when compared to the setting for Lucy's Mill Footbridge. In the former situations it is a reasonable adjustment on the facility provider to install a lift to comply with DDA because of the expected number of disabled users and the need to access key facilities provided. Lifts in such locations do not present the same level of operational issues as those most likely to be presented by installing lifts at remote or isolated locations such as Lucy's Mill Footbridge.
- 5.3 In terms of setting, Lucy's Mill Footbridge can not be compared to sports venues or town centre facilities when a lift option is under consideration as this creates more operational problems stated above that are difficult to resolve. It is for this reason that installing a lift option at this bridge is not a realistic solution.

## **6. Other Legal Requirements**

- 6.1 The report to this Committee on 25 September 2008 appended 2 reports which set out the 3 proposals put forward by Stratford Voice for either refurbishing the existing bridge or constructing a new one abutting the Seven Meadows Road bridge. The reports also set out the feasibility study which your officers have carried out into whether the proposals could work in practice.
- 6.2 The feasibility reports conclude that from the outset, there would be practical and regulatory difficulties realising any of the proposals. Carrying out any works to the bridge would require the consent of the Environment Agency. The Agency has already, at this initial stage, given a number of restrictions on the way in which the bridge could be altered or a new one built. Their restrictions appear to have a negative impact on whether the proposals could be effected. The Agency cannot unreasonably withhold its consent. Nor can it impose unreasonable conditions on an approval. However their reasons for the restrictions also appear to be reasonable in that the bridge is located within the flood plain for the River Avon and at the narrowest point for the river. Any alteration which could restrict the flow of the water at that point during a flood could impact on the surrounding area. There is therefore no reason to believe that there would be grounds for challenge to the Agency's decision, based on its current position.
- 6.3 Even if it was possible for the County Council to design a scheme to refurbish the existing bridge or construct a new one in that area which the Environment



Agency would consent to, it would need to acquire land on the east and west banks to be able to provide ramped access to and from the bridge on each side. If the land cannot be acquired by agreement, the County Council would need to follow the statutory procedure to compulsorily acquire the land required.

- 6.4 If there were objections to the scheme, the decision would be made by the Secretary of State rather than the County Council. In making the case the County Council would have to show that there was a compelling case in the public interest and that interfering with the rights of those with an interest in the land affected would be sufficiently justified. The Secretary of State would take a balanced view between the intentions of the County Council and any concerns of those whose interest in the land it is proposed to acquire compulsorily. There would need to be clear evidence that the public benefit would outweigh the private loss.
- 6.5 Even from the outset, the County Council may struggle to present a compelling case for compulsory acquisition of the land, notwithstanding the intention of the scheme would be to give greater access to disabled persons, particularly because only recently the County Council considered in detail other proposals to improve access to the town across the river, the most preferable option being a new bridge further along the river.

## **7. Conclusion**

- 7.1 The Council has undertaken various studies and investigations to assess the provision of a bridge incorporating disabled access over Lucy's Mill Footbridge. However, the refurbishment options considered previously and the findings in this Report show that the County Council is not legally obliged to alter Lucy's Mill footbridge to make it accessible for disabled persons and that it would be unlikely to obtain the necessary approvals.
- 7.2 Disabled access is not the only benefit capable of resulting from a new or refurbished bridge and any benefits for people with disabilities should be assessed along with other benefits to the community. However, even doing so, the costs and the obstacles involved are in the view of your officers disproportionate to any likely benefits.

DAVID CARTER  
Strategic Director for Performance and Development  
Shire Hall  
Warwick

PAUL GALLAND  
Strategic Director for Environment & Economy  
Shire Hall  
Warwick

11 November 2008

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## **AGENDA MANAGEMENT SHEET**

<b><i>Name of Committee</i></b>	<b>South Joint Committee</b>
<b><i>Date of Committee</i></b>	<b>18 December 2008</b>
<b><i>Report Title</i></b>	<b>Adoption of Parish Plans</b>
<b><i>Summary</i></b>	The report sets out a proposed process for the Joint Committee to adopt a Parish Plan on behalf of both County and District Council
<b><i>For further information please contact:</i></b>	Martin Gibbins Area Manager - Stratford Tel: 01789 290784 martingibbins@warwickshire.gov.uk
<b><i>Would the recommended decision be contrary to the Budget and Policy Framework?</i></b>	No.
<b><i>Background papers</i></b>	Joint Committee Terms of Reference

### **CONSULTATION ALREADY UNDERTAKEN:-**

Details to be specified

Other Committees	<input type="checkbox"/>	.....
Local Member(s)	<input checked="" type="checkbox"/>	John Appleton, Richard Hyde, Sir William Lawrence
Other Elected Members	<input type="checkbox"/>	.....
Cabinet Member	<input type="checkbox"/>	.....
Chief Executive	<input type="checkbox"/>	.....
Legal	<input type="checkbox"/>	.....
Finance	<input type="checkbox"/>	.....
Other Strategic Directors	<input type="checkbox"/>	.....
District Councils	<input checked="" type="checkbox"/>	Trevor Askew, Stratford-on-Avon District Council
Health Authority	<input type="checkbox"/>	.....
Police	<input type="checkbox"/>	.....
Other Bodies/Individuals	<input type="checkbox"/>	.....

**FINAL DECISION YES**

**SUGGESTED NEXT STEPS:**

Details to be specified

- |  |                          |       |
|--|--------------------------|-------|
| Further consideration by<br>this Committee | <input type="checkbox"/> | ..... |
| To Council                                 | <input type="checkbox"/> | ..... |
| To Cabinet                                 | <input type="checkbox"/> | ..... |
| To an O & S Committee                      | <input type="checkbox"/> | ..... |
| To an Area Committee                       | <input type="checkbox"/> | ..... |
| Further Consultation                       | <input type="checkbox"/> | ..... |

**Stratford-on-Avon  
South Joint Committee - 18 December 2008**

**Adoption of Parish Plans**

**Report of the Strategic Director Performance &  
Development**

**Recommendation**

That South Joint Committee approves the revised arrangement for adopting Parish Plans set out in paragraph 1.3 in the report.

**1. Introduction**

- 1.1 Under the responsibilities delegated to the Joint Committees is that, delegated by Stratford on Avon District Council, of adopting Parish Plans and Village Design Statements provided that they do not conflict with District Council policy. The County Council does not currently adopt Parish Plans within the District.
- 1.2 However now that Joint Committees have been established it is clear that this different approach to adoption of Parish Plans has led to a slight anomaly. It is proposed that a common approach should be followed with regard to Parish Plans based on the principles established by Stratford on Avon District Council in delegating the responsibility to the Joint Committees.

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

- 1.3 It is proposed that this is amended to be:

To adopt, in the following circumstances, Parish Plans and Village Design Statements which, in the opinion of the Chief Executives of Stratford-on-Avon District Council and Warwickshire County Council do not conflict with District Council or County 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

- 1.4 Where a Parish Plan contains issues or proposals that relate directly to County Council or District Council services, the appropriate Directorate/Service should be asked to comment on those matters in the report to the Joint Committee. The Joint Committee should then take a view on those issues or proposals, where appropriate referring matters to Directorates/Service for possible action or alternatively, referring matters to Warwickshire County Council Cabinet or Stratford-on-Avon District Council The Cabinet for further consideration or decision.
- 1.5 In considering proposals contained in Parish Plans the views of County Council Directorate, District Council Service, Joint Committee, Cabinet or The Cabinet may have to be without prejudice to any decision on spending commitments.

DAVID CARTER  
Strategic Director  
Performance & Development

Shire Hall  
Warwick

## **AGENDA MANAGEMENT SHEET**

**Name of Committee**                      **Stratford-on-Avon South Joint Committee**

**Date of Committee**                      **18 December 2008**

**Report Title**                              **Framework for the Future: Library Service Transformation**

**Summary**                                  The attached report outlining the key principles underpinning the transformation of Library Services to Warwickshire residents and community was considered by the Adult and Community Services Overview and Scrutiny Committee (A&CS O&S) at their meeting on 26 November 2008. The A&CS O&S requested that all Area/Joint Committees be consulted for their views, to be included in a Select Committee of the Library Service on 11 February 2009.

**For further information  
please contact:**

Ann Mawdsley  
Principal Committee  
Administrator  
Tel: 01926 418079  
annmawdsley@warwickshire.gov.uk

Simon Robson  
Interim Head of  
Libraries, Learning and  
Culture  
Tel: 01926 742963  
simonrobson@warwickshire.gov.uk

**Would the recommended  
decision be contrary to the  
Budget and Policy  
Framework?**

No.

**Background papers**

None

### **CONSULTATION ALREADY UNDERTAKEN:-**

Details to be specified

- |                       |   |
|-----------------------|---|
| Other Committees      | <input checked="" type="checkbox"/> Cabinet, Adult and Community Services Overview and Scrutiny Committee   |
| Local Member(s)       | <input checked="" type="checkbox"/>   |
| Other Elected Members | <input type="checkbox"/> .....  |
| Cabinet Member        | <input checked="" type="checkbox"/> Councillor Colin Hayfield, Portfolio Holder for Adult, Health and Community   |
| Chief Executive       | <input type="checkbox"/> .....  |
| Legal                 | <input checked="" type="checkbox"/> Alison Hallworth, Adult and Community Team Leader, Ian Marriott, Community and Environmental Legal Services Manager |

- |                           |                                     |   |
|---------------------------|-------------------------------------|---|
| Finance                   | <input checked="" type="checkbox"/> | Chris Norton, Strategic Finance Manager, Paul Walsh, Financial Services Manager |
| Other Strategic Directors | <input type="checkbox"/>            | .....   |
| District Councils         | <input type="checkbox"/>            | .....   |
| Health Authority          | <input type="checkbox"/>            | .....   |
| Police                    | <input type="checkbox"/>            | .....   |
| Other Bodies/Individuals  | <input checked="" type="checkbox"/> | Janet Purcell, Cabinet Manager  |

***FINAL DECISION***

***SUGGESTED NEXT STEPS:***

Details to be specified

- |   |                          |
|---|--------------------------|
| Further consideration by this Committee | <input type="checkbox"/> |
| To Council                              | <input type="checkbox"/> |
| To Cabinet                              | <input type="checkbox"/> |
| To an O & S Committee                   | <input type="checkbox"/> |
| To an Area Committee                    | <input type="checkbox"/> |
| Further Consultation                    | <input type="checkbox"/> |



# **Stratford-on-Avon South Joint Committee – 18 December 2008.**

## **Framework for the Future: Library Service Transformation**

### **Report of the Chair of the Adult and Community Services Overview and Scrutiny Committee**

#### **Recommendation of the Adult and Community Services Overview and Scrutiny Committee**

That the Stratford-on-Avon South Joint Committee consider the attached report and give their views for reporting back to the Adult and Community Services Overview and Scrutiny Committee.

#### **1. Views of the Adult and Community Services Overview and Scrutiny Committee**

The Adult and Community Services Overview and Scrutiny Committee (A&CS O&S) considered the report of the Strategic Director for Adult, Health and Community Services providing an update on the library service transformation, following a report to Cabinet.

Simon Robson, Interim Head of Libraries, Learning and Culture, made the following points:

- i. Over the past three years there had been a decrease in footfall in libraries and an increase in internet usage.
- ii. Framework for the Future, the government's ten-year vision for public libraries looks to the development of areas such as adult learning, family learning and using services in a more diverse way to meet the needs of communities.
- iii. The Directorate faced a financial challenge to balance the bottom line and to ensure that social care services were maintained and risks kept to a minimum. It was therefore unavoidable that the library service would have to be developed into a modern, cost effective service.
- iv. The Library Service was currently halfway through a restructure in response to the need for change.

During the ensuing discussion the following points were highlighted:

1. Closures were not currently being considered, but the public consultation would form part of a general review looking at issues such as utilisation and the potential to provide non-traditional, multi-agency

services. This would include consideration of combining services within One Stop Shops, as they were rolled out across the County.

2. Training would remain a high priority, with the aim to have a greater mix of skills providing a wider range of services, with fewer specialised staff working centrally and skills targeted more effectively.
3. Costing models would be complex and would have to take into account different usage and community requirements.
4. Part of the consultation would be used to evaluate when and where services were wanted in different communities, to ensure best value.
5. In response to the concern raised by Members about the value of consulting non-users of libraries, it was noted that the Vision was to provide a more internet-type service and a range of learning services around communities and families to attract a greater patronage of libraries by all ages. There would however be a review of the book stock, and Warwickshire were looking to work with colleagues in Solihull and eventually Coventry at future procurement of books.
6. Attention was drawn to an internal memorandum to sent to library staff in July 2008 regarding publicity of charges. Simon Robson assured Members that in future any introduction of charges would be open and transparent following a consultation period and with clear lead times. Members noted their concern about charging for services, particularly in light of the current economic climate.
7. Discussions were being held with Waitrose regarding potential opportunities for community services. It was hoped this would be used as evidence to engage other providers in the future.
8. The Service was in early discussions to increase the range of services available within mobile libraries and the general capacity of different County vehicles. Members noted that the Working Group set up to look at Mobile Libraries had not been involved through the entire process and this had resulted in lost opportunities in terms of the range of services that were currently available in mobile libraries. It was agreed that Simon Robson would meet with the Members who had been involved previously with the Mobile Libraries, together with Kushal Birla, Head of Customer Service and Access.
9. Members noted their concern at the proposed reduction in the book fund, and the potential impact this could have on schools and children and young people, who needed to be encouraged to read more. It was felt that the Vision should be to improve library services, and a reduction in funding and therefore new books would not achieve this. They agreed that this needed to be closely monitored.

10. Simon Robson agreed to e-mail to Members a briefing note on any relationship between school libraries and public libraries, including funding.
11. Simon Robson suggested that a visit be arranged for Members to Solihull, to see their use of Radio Frequency Identity (RFID) technology (using self service bar coding).
12. Members noted the huge regard communities had for their libraries and that changes to traditional services, such as the potential cross-border work, needed to be communicated clearly through carefully structured consultation.
13. Discussions were ongoing with other Directorates to ensure a joint vision for the County Council and cohesion in communicating and delivering a common agenda.
14. Members agreed that to maintain the status quo was not an option but as elected members, they had a responsibility to tax payers and in order to make the right decisions on transforming the library service, there needed to be a clearer understanding of the exact details of the restructuring process and the intended outcomes of the Vision.

The Adult and Community Overview & Scrutiny Committee agreed that:

1. All Area Committees/Joint Committees be consulted in the January round of meetings.
2. A Select Committee be held to consider the future of the library service before final consideration by the Cabinet in May 2009.

## **2. Background**

- 2.1 A report was taken to the Cabinet on 16<sup>th</sup> October 2008, which outlined the key principles underpinning the transformation of library services to Warwickshire residents and communities (attached as Appendix A). This was then considered by the A&CS O&S at their meeting on 26 November 2008.
- 2.2 The purpose of this report is to seek the views of the Stratford-on-Avon South Joint Committee for reporting back to the A&CS O&S.

DAVID CARTER  
Strategic Director for Performance and Development

Shire Hall  
Warwick

## AGENDA MANAGEMENT SHEET

<b>Name of Committee</b>	<b>Cabinet</b>
<b>Date of Committee</b>	<b>16<sup>th</sup> October 2008</b>
<b>Report Title</b>	<b>Framework for the Future: Library Service Transformation</b>
<b>Summary</b>	The purpose of this report is to outline the key principles underpinning the transformation of Library Services to Warwickshire residents and community.
<b>For further information please contact:</b>	Edwina Cordwell Head of Libraries, Learning and Culture Tel: 01926 412164
<b>Would the recommended decision be contrary to the Budget and Policy Framework?</b>	No.
<b>Background papers</b>	None.

### CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

Other Committees	<input type="checkbox"/> .....
Local Member(s)	<input checked="" type="checkbox"/> Not Applicable
Other Elected Members	<input checked="" type="checkbox"/> Councillor F McCarney, Councillor R Dodd, Councillor Mrs J Compton, Councillor M Singh
Cabinet Member	<input checked="" type="checkbox"/> Councillor C Hayfield “I welcome this report and the opportunities it provides to discuss the challenges and opportunities that Warwickshire's Library Service faces” Councillor A Farnell
Chief Executive	<input type="checkbox"/> .....
Legal	<input checked="" type="checkbox"/> Alison Hallworth, Adult and Community Team Leader Ian Marriott, Community and Environmental Legal Services Manager
Finance	<input checked="" type="checkbox"/> Chris Norton, Strategic Finance Manager Paul Walsh, Financial Services Manager

- |                          |                                     |                                |
|--------------------------|-------------------------------------|--------------------------------|
| Other Chief Officers     | <input type="checkbox"/>            | .....                          |
| District Councils        | <input type="checkbox"/>            | .....                          |
| Health Authority         | <input type="checkbox"/>            | .....                          |
| Police                   | <input type="checkbox"/>            | .....                          |
| Other Bodies/Individuals | <input checked="" type="checkbox"/> | Janet Purcell, Cabinet Manager |

***FINAL DECISION NO***

***SUGGESTED NEXT STEPS:***

Details to be specified

- |  |                                     |                                |
|--|-------------------------------------|--------------------------------|
| Further consideration by<br>this Committee | <input type="checkbox"/>            | .....                          |
| To Council                                 | <input type="checkbox"/>            | .....                          |
| To Cabinet                                 | <input type="checkbox"/>            | .....                          |
| To an O & S Committee                      | <input checked="" type="checkbox"/> | 26 <sup>th</sup> November 2008 |
| To an Area Committee                       | <input type="checkbox"/>            | .....                          |
| Further Consultation                       | <input type="checkbox"/>            | .....                          |

## **Cabinet – 16<sup>th</sup> October 2008**

### **Framework for the Future: Library Service Transformation**

#### **Report of the Strategic Director of Adult, Health and Community Services**

##### **Recommendations**

It is recommended that Cabinet -

1. Endorse the Vision for transformation of the Library Service and outline proposals for delivery described in this report;
2. Approve a consultation exercise with local communities across Warwickshire to develop local plans to increase usage of services and greater utilisation of local resources.
3. Request that a detailed action plan be presented to Cabinet in May 2009.
4. Approve a consultation exercise relating to the proposed extension of charges for the use of the People's Network PCs and that the outcome of that consultation be reported to Cabinet early in 2009.

##### **1. 1. Introduction**

- 2.
- 1.1 Our public libraries make a huge contribution to society and in Warwickshire Public Library User Surveys show a high level of customer satisfaction; 71.2% in the most recent Public Satisfaction Survey (PSS). We already deliver a wide range of services by providing and promoting access to books, reading for pleasure, information and learning to all sectors of our community and to visitors to our County.
- 1.2 The Library service works in partnerships with a number of organisations. For example, we work closely with Silver Surfer groups to provide facilities and meeting places for older people, we have worked in partnership with local agencies such as Compton Verney Art Gallery to deliver Family Reading weekends and are recognized nationally for our innovative work with young children in the Bookstart and Booktime programmes. The library service has also been working with District and Borough Councils to facilitate One Stop Shops in libraries and has been in talks with Coventry and Solihull libraries to discuss shared services.
- 1.3. The Public Libraries and Museums Act 1964 requires the 149 first tier English local authorities to provide "comprehensive and efficient" public library services. The terms "comprehensive and efficient" are not defined within the 1964 Act. However, broadly speaking, the Act requires library authorities to provide, free of charge, access for people who live, work or study in their area

to borrow or refer to books, printed material and pictures in line with their needs and requirements.

- 1.4. An analysis of key performance data (see Appendix A) highlights the following issues :-
  - Visits, issues and enquiries in libraries are declining.
  - On-line use of libraries is increasing.
  - 8 libraries (out of 34) are undertaking more than 80% of the physical customer contacts/transactions.
- 1.5. These trends are reflected nationally and demonstrate that increasingly the public wish to access services more flexibly, making greater use of electronic communication. Changes in availability of books, reduced cost, greater use of the internet to download information, music, etc. are all eroding the more traditional services that Libraries deliver. Clearly, customers are moving in one direction and the Library Service needs to move if it is to meet customers' new requirements.
- 1.6. Consequently, the Vision for Library Services must address these trends to ensure future services meet this changing public need, become more flexible and address a wide range of national and local policy objectives.

## **2. The Vision for Library Services in Warwickshire**

- 2.1. Although for over 150 years libraries have given pleasure and provided opportunities to learn it is essential to ensure that libraries are relevant and inviting to future generations. The challenge is to generate new users and focus on future generations. It is essential to continuously build on the relevance and develop the penetration of libraries. The service faces a challenging agenda to deliver a quality library service while providing value for money and delivering improved outcomes for local people.
- 2.2. Therefore, our Vision for Warwickshire's Library Service is a service which :-
  - Is customer-focused and reaches out to vulnerable and disadvantaged groups.
  - Engages local communities and maximises the use of local resources to ensure needs are met, more integrated services are developed and costs reduced.
  - Engages people in the communities who don't currently use services and who have not recognised benefits they can gain from using library services.
  - Delivers high quality local events and activities.
  - Delivers valued services in flexible, efficient ways.
  - Embraces new technology to improve access to information, services, knowledge, culture and learning.
  - Improves the well-being of individuals, families and communities through the wide range of services it offers.

- 2.3. The Museums, Libraries and Archives Council has stated that the best Library service in the future will ensure that they are well-integrated with other local services, meet local communities' needs, broaden and deepen access to information and resources, are innovative and utilise new technology to meet needs more effectively and to deliver information and learning.
- 2.4. The implementation of the Vision described above will ensure that Warwickshire delivers the best service described by the Museums, Libraries and Archives Council. Further, the implementation of the Vision will ensure that the Libraries service contributes to key local policy drivers including Narrowing the Gap between different groups and between different areas, improving access for disadvantaged groups and improving well-being.
- 2.5. However, in order to implement the Vision, it is necessary to realign resources and to develop new ways of delivering services in partnership with local communities and other organisations. It is essential to outline the changes that are required to deliver the Vision and the way in which resources will be utilised to deliver the service changes.

## **4. Delivering the Vision**

### **4.1. An effective network**

Lending books remains an important element of the Libraries' services and is likely to remain so in the near future. However, it is essential that this service is delivered as efficiently as possible in local areas. Therefore, work is underway to review the customer base across the county.

- 4.2. Analysis of demographic data, planning data etc is being used to understand the actual customer community which will vary throughout the day and is not limited to residents within a particular post code; for example where people work, their age profile, socio economic status, facilities already available in the locality and potential development in that area.
- 4.3. This will underpin decisions on how library services will be delivered in communities in Warwickshire. Wherever possible options will be identified which will enable provision through a co-located building, relevant to the specific community profile. This may include primary schools, community centres, supermarkets, health centres, youth and community venues, leisure centres etc, and this will widen access to basic services such as book lending by extending sites for picking up and dropping off books.
- 4.4. In addition, greater use will be made of mobile services and links with other local services such as domiciliary care for vulnerable adults.
- 4.5. In order to ensure communities' needs are understood and all opportunities grasped, a consultation exercise will be conducted across the county. This exercise will engage local communities and will seek to ensure their needs can be met flexibly while maximising the use of local resources and facilities. A programme will be developed and will report back to Cabinet with proposals in May of next year.



- 4.6 We have also identified a number of libraries which sit close to the Warwickshire border e.g. Keresley, Studley, and Water Orton. We would seek to explore with the neighbouring authority options for combining services to offer improved services to the local community across artificial administrative boundaries. Warwickshire residents travel and work and live their lives regardless of the 'pink line' on the map. We too should deliver our services mindful of this.
- 4.7 The shift in thinking we believe is necessary to deliver the Vision is that a library service is not a building – it is the range of learning, inspirational and activity based services that are being offered in the right place at the right time and to the maximum audience. Two examples of how the Vision might be delivered in different settings with communities which have different needs are described below.
- 4.8 **Nuneaton Information and Cultural Centre**  
We have worked extensively with a wide range of partners and colleagues in property services and economic development to develop a new concept for Nuneaton. We do not see it as a newer version of the current library. We see it as a multi purpose range of services involving partners such as the PCT, the local Council, arts groups, community groups, locality groups, etc. Customers would visit the building to access health advice and services, to have queries about council services answered, to participate in a wide range of activities including keep healthy and fit, aerobics, with possibly a crèche and most importantly with café/bistro type facilities. Local groups could run events and activities, MPs hold surgeries, registration of births and deaths could be facilitated and of course loans of books, information and advice, literacy and numeracy support through library and community learning provision. Exhibitions and road shows from a range of service providers would be offered including: heritage, trading standards, police and health for example. In this way, a wider range of communities would be involved and a wider range of needs would be addressed.
- 4.9. **Studley – a community driven service**  
The current library is run down, part time and vandalised. However our analysis of demographic and other indicators coupled with a site visit highlight that there is a large but diverse potential customer base. There are deprived areas in Studley as well as more affluent areas and thus in an ideal world the library services offered would reflect this difference and be delivered accordingly. Over time it may be that some services should be offered in a mobile way – e.g. to industrial estates at a lunch time, and in a suitable physical location in the evening.
- We need to think of services and where the customers for these services are located rather than, as now, start from the building we have and expect the customers to come to us. This same approach is being applied to opportunities that arise in other locations around the county, including Kingsbury.
- 4.10 In developing an effective network we will be prepared to embrace a wide range of community-based services including :-

- Co-locate book services within community locations where people go, such as primary schools, community centres, leisure centres, care homes/ extra care
- Assess and determine service provision, in partnership with local people, community by community.
- Commission others to run the book service, if appropriate
- Reinvest library resources to be proactive and invest in outreach activities, group and community work e.g. Hartshill, Studley, as described above.

#### 4.11 **Virtual Services**

In order to deliver our Vision, it is essential to develop a full range of on-line library and information services including e-books, on line learning packages, music downloads, homework clubs/study support, enquiry service, ordering etc with linked mechanisms for delivery of books either to a local site/venue for collection or to the home. Similarly return of books would be by customers dropping them off at a venue easy for them to access or by post etc. Our customers are more mobile, more time pressured, more demanding. Many library customers expect 24/7 services via the web.

#### 4.12 **Staff Skills**

Our front line staff need to be able to guide customers, but more importantly, to be able to liaise and feel comfortable working with all customer groups, engaging with young people and able to truly be customer-led and work to develop our unique role of supporting literacy and numeracy and imagination.

#### 4.13 A modernised and flexible workforce will have the skills to :

- Work in the community with the community
- Signpost and support
- Support young people: reluctant readers, homework clubs, develop skills in finding and using information.

#### 4.14 **Radio Frequency Identity (RFID)**

We propose to introduce Radio Frequency Identity (RFID) – to reduce costs and support self-service. RFID offers a security system and the opportunity to introduce self-service terminals, which must be integrated with the library computer management system. Although greatest benefits are achieved by implementing RFID in all libraries, visits to other authorities, particularly Salisbury, have highlighted that large libraries such as Leamington or Rugby could be treated as stand-alone. RFID would provide efficiency savings in large libraries and support community run libraries through volunteers. This will require significant capital investment but will return significant revenue savings.

#### 4.15 Benefits of RFID – taken from a national library evaluation

- It improves customer service.
- It enables library counters to be removed and gives more space to the public.
- It enables customers to serve themselves and it gives customers ownership of their own transactions.
- It gives staff a more responsive role, more rewarding work; increased

- interaction with customers would hopefully result in increased issues.
- It is a very powerful stock security system so that library layouts no longer need to rely on line of sight. It improves circulation and removes barriers.
- It can cut staff costs and provide the opportunity to re-direct resources into service improvements, such as extended opening hours and stock purchase.

## **5. Resources**

### **5.1. Short Term**

Like all other Council services, Libraries are working to deliver efficiency savings and these have been reported to Cabinet in the financial reports. The Library service has been running with an overspend for a number of years and is taking a range of measures to reduce this.

### **5.2. Long-Term**

In addition to these short-term savings, the Library service must re-align its resources in order to deliver the Vision. This requires a shift in spending patterns to recognise the need for greater investment in on-line services and flexible ways of delivering existing services.

### **5.3. Resources Plan**

Measures being implemented through management action as part of the overall Council Budgeting process include :-

- Natural wastage/reduction in relief staff for sickness cover, etc.
- The carrying out of a number of staffing experiments to inform the new way of working.
- Altering the ICT infrastructure to minimise costs.
- Charging for visitors/guest use of Peoples Network (PN)
- Extension of income-generating library programme of events and activities in response to customer demand.
- One off savings resources/books.
- Budget bids to support the introduction of RFID technology into larger libraries.

- 5.4. In addition, in order to lay the financial infrastructure it is proposed to reduce spending on the book budget from £750K to £470K this year. While this will reduce the availability of new material in libraries, it is a short-term measure which is necessary to improve the long-term financial viability of the service. Further, discussions are underway with neighbouring authorities and with Children's services to look at long-term efficiencies in procurement of new resources.

- 5.5. Another proposal is to extend charges for the use of the People's Network PC's. Currently, "guest/visitors" are charged £3.00 per hour and it is proposed that a charge of £1.00 per session for Members will be introduced with exemptions for pupils and students and people who are claiming benefits. This approach will bring Warwickshire into line with other authorities such as Northamptonshire. It is estimated that income from this proposed charge would achieve some £90,000 income annually which is in line with authorities

such as Northamptonshire.

- 5.6. A consultation exercise on charges will be undertaken with key stakeholders including customers and the results presented to Cabinet early next year.
- 5.7. Discussion with other authorities including Solihull and Coventry are being pursued concerning joint working and sharing of resources/skills as we seek to modernise our services.
- 5.8. The measures currently underway and the proposals set out in this section will address the underlying deficit in the Library service budget and will create the infrastructure to deliver the Vision for the service.
- 5.9. The Library service is currently developing a range of new services which includes increased collection and drop-off points, the delivery of RFID in the proposed one-stop shop developments in Leamington and Rugby, extended on-line services and greater usage of mobile services. These new developments will enable the Library service to learn as it moves forward in implementing the Vision.

## **6. Recommendations**

- 6.1 It is recommended that Cabinet -
  - 1. Endorse the Vision for transformation of the Library Service and outline proposals for delivery described in this report;
  - 2. Approve a consultation exercise with local communities across Warwickshire to develop local plans to increase usage of services and greater utilisation of local resources.
  - 3. Request that a detailed action plan be presented to Cabinet in May 2009.
  - 4. Approve a consultation exercise relating to the proposed extension of charges for the use of the People's Network PCs and that the outcome of that consultation be reported to Cabinet early in 2009.

GRAEME BETTS  
Strategic Director of Adult,  
Health and Community Services

Shire Hall  
Warwick

September 2008

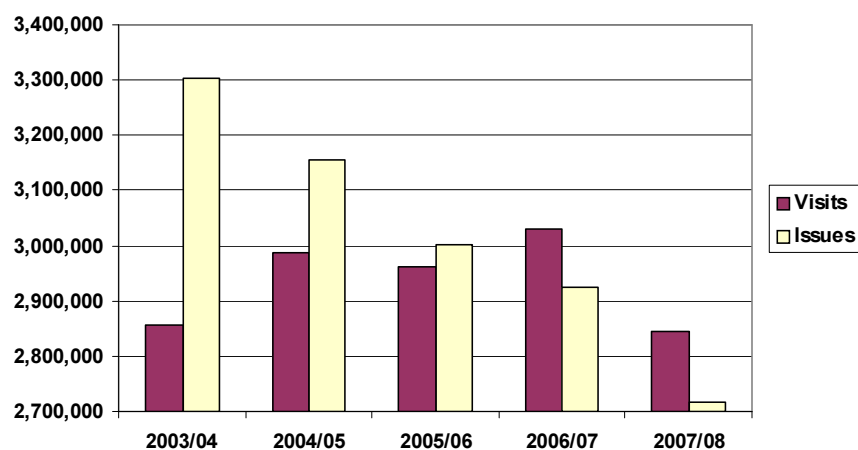
Cabinet – 16<sup>th</sup> October 2008***Framework for the Future: Library Service Transformation*****Key Performance Data**

1. **Current deployment of Services is via**
  - 34 static library buildings
  - 5 modern mobile libraries, visiting mainly rural locations across the county
  - 5 delivery vans transporting books and resources across libraries
  - Web site delivering a range of web based services.
2. **Libraries - the broad context**
  - 8 libraries account for approximately 80% of current business (visitors, issues, enquiries)
  - Visits and issues are decreasing
  - Number of enquiries is decreasing
  - On-line usage is increasing.
3. Trend data for the service is:

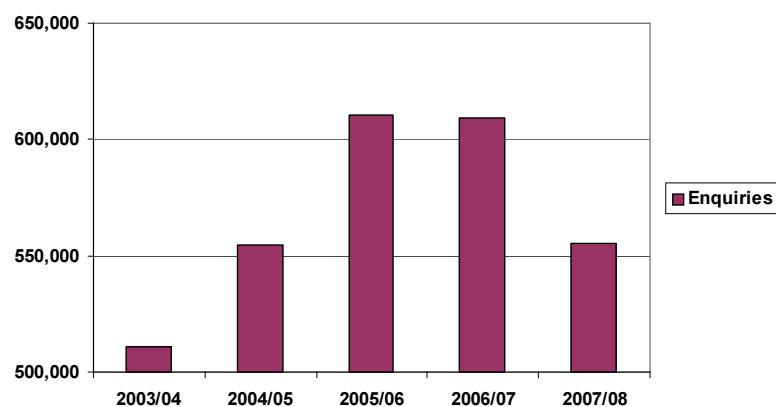
<b>Description</b>	<b>2003/4</b>	<b>2004/05</b>	<b>2005/06</b>	<b>2006/07</b>	<b>2007/08</b>
No. of Issues	3,302,924	3,155,905	3,000,765	2,925,271	2,717,533
No. of Visits	2,855,672	2,986,640	2,962,879	3,030,033	2,843,775
No. of Enquiries	511,069	554,835	610,598	609,176	555,080
No. of ICT user sessions	321,972	404,163	418,797	471,371	459,822
% Take up of PN PCs	N/A	56%	43.11%	47%	46.46%

PN – People's Network

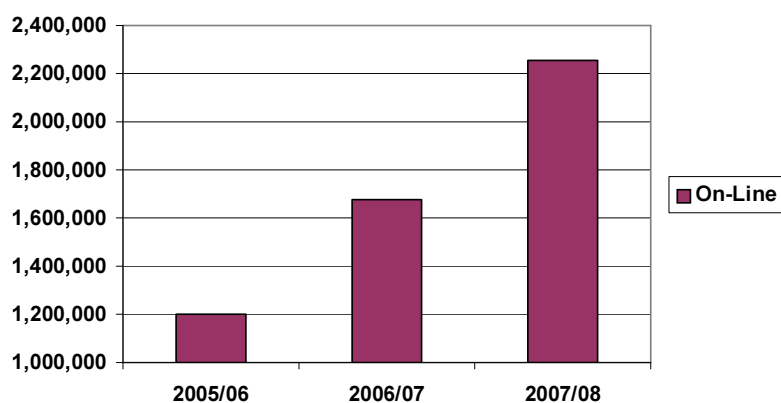
#### 4. Visits to libraries



#### 5. Enquiries to libraries – trends :



#### 6. On-line use of libraries



7. A more detailed analysis of current performance information highlights that there are 8 libraries undertaking more than 80% of the physical customer contacts/transactions – Rugby, Nuneaton, Stratford, Atherstone, Leamington, Bedworth, Warwick and Kenilworth. Break down of this performance is as follows for 20076/07 transactions data: -

Visits – 74%  
 Issues – 63%  
 Enquiries – 72%  
 PN usage – 80%

Conversely the remaining 26 libraries and mobile service account for less than 20% of customer engagement with our services.

8. The performance of web based services is as follows:

<b>Service</b>	<b>2005/06</b>	<b>2006/07</b>	<b>% Growth</b>
On line membership	322	385	20%
Mobile library calendar	2431	4594	90%
Community Information Database visits	198676	245825	24%
Warwickshire Interactive Library Database searches	187347	241913	29%
Warwickshire Interactive Library Database customer records	162898	216089	33%
Internet booking by the public from library	10483	48602	364%
Internet booking by the public at home	923	4388	375%
Web requests (eg reservations)	13224	11568	13% decrease
Total number of interactions	576304	773364	34%

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