Overview and Scrutiny Committee

Minutes of the meeting held on Tuesday 8 March 2016 at the Town Hall, Royal Leamington Spa at 6.00 pm.

Present: Councillor Boad (Chairman); Councillors Mrs Cain, Davison, D'Arcy, Miss Grainger, Margrave, Morris, Naimo, Parkins and Mrs Redford.

Also Present: Councillor Gallagher.

71. **Apologies and Substitutes**

Councillor Ashford substituted for Councillor Edgington.

The Chairman informed the Committee that Councillor Mobbs was unable to attend the meeting and so the reports he was due to give under items 5 and 6 of the agenda would be carried forward to the April meeting.

72. **Declarations of Interest**

Minute Number 75 - Executive Agenda Wednesday 9 March 2016 - Item number 11 – Pump Room Gardens Parks for People Project

Councillor Naimo declared an interest because she was a Friend of Pump Room Gardens.

73. **Minutes**

The minutes of the meeting held on 9 February 2016 were taken as read and signed by the Chairman as a correct record.

The minutes of the Health Scrutiny Sub-Committee held on 19 January 2016 were noted.

74. **Comments from the Executive**

The Committee considered a report from Democratic Services which detailed the responses the Executive gave to the comments the Overview and Scrutiny Committee made regarding the reports submitted to the Executive in February 2016.

Resolved that the report be noted.

75. **Executive Agenda (Non-confidential items and reports) – Wednesday 9 March 2016**

The Committee considered the following non-confidential item which would be discussed at the meeting of the Executive on Wednesday 9 March 2016.

Item number 4 – Hackney Carriage & Private Hire Drivers – Policy and Scheme of Delegation Changes

The Overview & Scrutiny Committee supported the recommendations in the report and agreed that the report was excellent.

Item number 6 – Rural / Urban Capital Improvement Scheme (RUCIS) Criteria

The Overview & Scrutiny Committee noted the report.

The Finance Administration Manager was asked to provide a breakdown of figures for the number of requests for rural and urban grants and the amounts involved.

Item 11 – Pump Room Gardens Parks for People Project

The Overview & Scrutiny Committee recommended that a Member of the Council should be appointed to the Project Steering Group.

76. **A vision and strategy for Leamington town centre**

The Committee considered a briefing note from the Senior Projects Co-ordinator giving an update on work that had occurred since the previous briefing session to the Committee back in January.

Members were pleased to note the progress made consulting various stakeholders detailed in the briefing note but sought assurance that consultation would be widened to seek the views of the public. Members also advised that representation from "Old Town" Leamington Spa would be different from the main retail part of Leamington.

(Councillor Mrs Redford left the meeting part-way through the discussions on this item.)

77. **Review of the Work Programme & Forward Plan**

The Committee considered its work programme for 2016 and the Forward Plan. The Forward Plan published with the agenda had been superseded by an updated version within days of the agenda being issued. The updated version April 2016 to July 2016 was handed to Members at the meeting, and it was from this version that they worked.

At the previous meeting, Councillor Boad had undertaken to write a scoping document for a Task & Finish Group for a review of off street car parking charges and their impact on the economic development of the town centres. A copy of this document was circulated to all Members at the meeting and the Chairman sought approval for the terms of reference stipulated in the document.

The Committee requested a follow-up report at its next meeting from Neighbourhood Services to see if discussions to improve the waste collection service and reduce the number of complaints had been effective. Councillors asked for a breakdown of the complaints received by number and type, with examples of the types of complaints received.

Councillors Naimo and Davison were asked to provide a scoping document for a Task & Finish Group to look at the regulation of licensing houses in multiple occupation, which would be set before the Committee at its April meeting for approval.

At the previous meeting of the Committee, Councillor Naimo had been asked to provide a report on the work being done in respect of the appointment of the leisure management operator, attached at appendix 3 to the report. The Committee thanked her for the report but decided that there was no role for Scrutiny in the process because it had no delegated authority to do so.

Resolved that:

(1) a scoping document for a Task & Finish Group for a review of off street car parking charges and their impact on the economic development of the town centres is agreed as set out in Appendix 1 to these minutes. Non-Executive members of the Council will be asked to volunteer to join the Group and once membership is confirmed at the next meeting on 5 April, work will commence;

(2) Neighbourhood Services will provide a follow-up report for the April meeting on the waste management service to see if complaints have reduced following discussions with the contractor. The report author should attend the next meeting to answer any questions;

(3) Councillors Naimo and Davison will provide a scoping document to the April meeting for approval for a Task & Finish Group to look at the regulation of licensing houses in multiple occupation; and

(4) due to Councillor Mobbs being unavailable to attend this meeting, agenda items 5 and 6 be carried forward to the next meeting.

(The meeting finished at 8.10 pm)

Appendix 1

Scrutiny Review Outline

Review Topic	**Review of off street car parking charges and their impact on the economic development of the town centres.**		
Working Group Members	Alan Boad		
Key Officer Contact	TBC		
Officer Support	TBC		
Rationale	The reasons and evidence of the need for differential charging across our towns is not accepted or understood by Councillors.		
Purpose/Objective of Review	To understand the rationale for the current basis of deciding the differential level of off street car parking charges across our towns. To recommend a transparent charging regime for off street car parking charges across the District that meets both the needs of our residents and enhances the economic prosperity of our town centres.		
Scope of the Topic	Included: Charges for off street car parking in current car parks. Comparison with privately operated car parks. Evidence of the 'need' for differential charging. Impact of on street charges. Excluded: Off street car parking strategy. Type of payment regime (pay and display, pay on exit).		
Indicators of Success	A clear and transparent charging regime is implemented across the District. Level of return required to fund and maintain existing car parks.		
Specify Evidence Sources	District Council car parking charges and usage. Private sector car parking charges and usage. Warwickshire CC – Parking Team Finance level to fund and maintain existing car parks.		
Specify Witnesses/Experts	Chambers of Trade Bid Leamington Private town centre car park operators Warwickshire CC – Parking Team Economic Development Team		
Specify Site Visits	Car parks across the District (Council and Private)		
Consultation with Stakeholders	At report stage		
Level of Publicity	Low		
Barriers/dangers/risks	Lack of officer support, lack of engagement with stakeholders.		
Projected Start Date	April '16	**Draft Report Deadline**	September '16

Meeting Frequency	**TBA**	**Projected Completion Date**	October ‘16
Date to evaluate impact		January ‘18	
Methods of tracking / Evaluating		Income and usage levels compared to baseline	