



**AGENDA
for
MEETING OF
THE COUNCIL**

to be held on

Wednesday, 10th July, 2024

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Date: 2nd July 2024

Our Ref: KB

To: All Members of the Borough Council

A MEETING OF THE COUNCIL will be held on **Wednesday, 10th July, 2024**
at 6.00 p.m.

All members of the Council are summoned to attend to determine the business as set out below.

Public and press can follow the decision making online at
www.nuneatonandbedworth.gov.uk/virtual-meeting.

Please note that meetings will be recorded for future broadcast.

AGENDA

1. **EVACUATION PROCEDURE**

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

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

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

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

2. **APOLOGIES** - to receive apologies for absence from the meeting.

3. MINUTES - to confirm the minutes of the Annual Meeting held on 15th May 2024 (**Page 6**)
4. DECLARATIONS OF INTEREST - To receive declarations of disclosable pecuniary interests and other interests in matters under consideration pursuant to Council procedure Rule 4A.2(iii).

Declaring interests at meetings

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

Arrangements have been made for interests that are declared regularly by members to be appended to the agenda (**Page 34**). Any interest noted in the Schedule at the back of the agenda papers will be deemed to have been declared and will be minuted as such by the Committee Services Officer. As a general rule, there will, therefore, be no need for those Members to declare those interests as set out in the schedule.

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

1. When the interest amounts to a Disclosable Pecuniary Interest that is engaged in connection with any item on the agenda and the member feels that the interest is such that they must leave the room. Prior to leaving the room, the member must inform the meeting that they are doing so, to ensure that it is recorded in the minutes.

2. Where a dispensation has been granted to vote and/or speak on an item where there is a Disclosable Pecuniary Interest, but it is not referred to in the Schedule (where for example, the dispensation was granted by the Monitoring Officer immediately prior to the meeting). The existence and nature of the dispensation needs to be recorded in the minutes and will, therefore, have to be disclosed at an appropriate time to the meeting.

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

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

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

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

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

5. ANNOUNCEMENTS - to receive announcements from the Mayor, Leader, Members of the Cabinet or the Chief Executive.
6. PUBLIC PARTICIPATION - (maximum 20 minutes).
to hear and answer questions by any resident of the Borough concerning the work of the Council where notice has been given (maximum 20 minutes). A copy of the Procedure Rule 9 is attached (**Page 41**) and this is not subject to debate. A question or statement can be submitted using the link below which will send your submission to the Chief Executive and Member Services: [Ask a question at meetings of Full Council | Public participation at meetings | Nuneaton & Bedworth \(nuneatonandbedworth.gov.uk\)](https://www.nuneatonandbedworth.gov.uk/ask-a-question-at-meetings-of-full-council-public-participation-at-meetings-nuneaton-bedworth)
7. QUESTIONS BY MEMBERS - (Council Procedure Rule 10). A copy of Procedure Rule 10 is attached. (**Page 43**) and this is not subject to debate.
8. SPECIAL URGENCY DECISIONS - (Access to Information Procedure Rule 4B.16) the following special urgency decision be noted.
 - 22nd May 2024 - Delegated Authority by Officer Decision – DO/01/2024 (BD) - Revised Committee Membership and Appointment to Outside Bodies 2024/25
9. CABINET – report by Leader of the Council (**to follow**)
Members may ask questions on the report and receive answers from the Leader or other Cabinet members, and this is not subject to debate.
10. VALIDATION CHECK LIST FOR PLANNING APPLICATIONS a report of the Assistant Director – Planning attached (**Page 45**) (**Appendix A will be available online only, separate to this agenda**)
11. RECOMMENDATIONS FROM CABINET OR OTHER COMMITTEES
Audit and Standards Committee– 2nd July 2024
 - a) FINANCE PROCEDURE RULES
On 2nd July 2024 at Audit and Standards Committee, the above report (**to follow**) by the Strategic Director – Corporate Resources will be considered and, if approved, recommendations will be put forward for Council consideration.
 - Audit and Standards Committee – 2nd July 2024**
 - b) TREASURY MANAGEMENT 2023/24 – YEAR END REVIEW
On 2nd July 2024 at Audit and Standards Committee, the above report (**to follow**) by the Assistant Director – Finance and Finance Manager -

Treasury will be considered and, if approved, recommendations will be put forward for Council consideration.

12. EXCLUSION OF PUBLIC AND PRESS

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

13. APPOINTMENT OF DEPUTY CHIEF EXECUTIVE – a report of the Chief Executive Officer.

NOTE: Points of Order and Personal Explanation can only be raised in accordance with Council Procedure Rules which are set out below:-

Point of order

A Member may raise a point of order at any time. The Mayor will hear them at the end of the speech of the Member speaking at the time the point is raised. A point of order may only relate to an alleged breach of these Council Rules of Procedure or the law. The Member must indicate the rule of law and the way in which he/she considers it has been broken. The Mayor shall consider the Point of Order and, if necessary, take advice on the matter from the Monitoring Officer and, shall then rule on the Point of Order raised. There shall be no discussion or challenge to the advice given or the Mayors decision in the meeting. If a Member persistently seeks to raise a Point of Order but is unable to identify the procedure rule or legal principle infringed then, after having being warned by the Mayor, any further abuse of this procedure rule shall not be tolerated and the Mayor shall move that the Member not be heard further pursuant to Procedure Rule 4.19.13. The ruling of the Mayor on the matter will be final.

Personal explanation

A Member may make a point of personal explanation at any time. The Mayor will hear them at the end of the speech of the Member speaking at the time the point is raised. A personal explanation may only relate to some material part of an earlier speech by the Member which may appear to have been misunderstood in the present debate. The ruling of the Mayor on the admissibility of a personal explanation will be final.

NUNEATON AND BEDWORTH BOROUGH COUNCIL

ANNUAL COUNCIL

15th May 2024

The meeting of the Nuneaton and Bedworth Borough Council was held on Wednesday, 15th May 2024.

Present

The Mayor (Councillor M. Walsh)

Councillors E. Amaechi, M. Bird, J. Bonner, D. Brown, A. Bull, J. Clarke, J. Collett, T. Cooper, S. Croft, L. Cvetkovic, S. Dhillon, M. Etienne, J. Gutteridge, W. Hancox, J. Hartshorn, S. Hey, P. Hickling, B. Hughes, T. Jenkins, A. Khangura, N. King, M. Kondakor, S. Markham, W. Markham, B. Pandher, C. Phillips, K. Price, R. Roze, B. Saru, J. Sheppard, T. Sheppard, C. Smith, R. Smith, T. Venson, C. Watkins, K. Wilson and M. Wright

Apologies - none

CL1 Election of Chair (The Mayor)

It was proposed by Councillor C. Watkins and seconded by Councillor A. Bull that Councillor W. Hancox be appointed Chair of the Borough Council of Nuneaton and Bedworth (to be styled Mayor) for the ensuing municipal year.

It was proposed by Councillor K. Wilson and seconded by Councillor T. Cooper that Councillor J. Gutteridge be appointed Chair of the Borough Council of Nuneaton and Bedworth (to be styled Mayor) for the ensuing municipal year.

It was proposed by Councillor M. Kondakor and seconded by Councillor M. Wright that Councillor M. Wright be appointed Chair of the Borough Council of Nuneaton and Bedworth (to be styled Mayor) for the ensuing municipal year

A vote was taken.

It was **RESOLVED** that Councillor W. Hancox be elected Chair of the Borough Council of Nuneaton and Bedworth (to be styled Mayor) for the ensuing municipal year.

Councillor M. Walsh then vacated the Chair and invested the newly elected Mayor with the Chain of office.

Having accepted the appointment, Councillor W. Hancox, made and subscribed the declaration of acceptance of office and thanked the Council for the honour conferred upon him in electing him to the office of Mayor.

THE MAYOR (COUNCILLOR W. HANCOX) IN THE CHAIR

CL2 **Vote of Thanks**

It was **RESOLVED** that the best thanks of this Council be tendered to Councillor M. Walsh and Mayoress S. Walsh for the able and courteous manner in which they fulfilled the duties of Mayor and Mayoress during the past Municipal Year.

CL3 **Election of Vice-Chair (The Deputy Mayor)**

It was proposed by Councillor K. Price and seconded by Councillor N. King that Councillor B. Saru be appointed Vice-Chair of the Borough Council of Nuneaton and Bedworth (to be styled Deputy Mayor) for the ensuing municipal year.

A vote was taken.

It was **RESOLVED** that Councillor B. Saru be appointed Vice-Chair of Nuneaton and Bedworth Borough Council (to be styled Deputy Mayor) for the ensuing Municipal Year.

The Mayor then invested the Deputy Mayor with the Deputy Mayor's badge. Having accepted the appointment, Councillor B. Saru made and subscribed the declaration of acceptance of the office and thanked the Council for the honour conferred upon him in appointing him to the office of Deputy Mayor.

CL4 **Minutes**

RESOLVED that the minutes of the Ordinary Council meeting held on 17th April 2024, were confirmed, and signed by the Mayor.

CL5 **Declarations of Interests**

RESOLVED that the Declarations of Interests for this meeting are as set out in the schedule attached to these minutes.

CL6 **Announcements**

Councillor Watkins wished to place on record his thanks to the Election Team for all their hard work in the preparation and delivery of the recent local elections. In addition he wished to welcome all new members to the chamber and hope they have a successful elected term.

Councillor Watkins also wanted to place on record the councils thanks to Brent Davis (Chief Executive) who will be retiring at the end on May 2024 and wished him an enjoyable retirement.

CL7 **Returning Officers report**

The Returning Officer announced that after the recent local election held on 2nd May 2024 the Council's political make up is now as follows:

Labour = 20

Conservative = 16

Green = 2

CL8 **Election of a Leader**

It was proposed by Councillor T. Venson and seconded by Councillor R. Roze that Councillor C. Watkins be elected as Leader of the Council.

It was proposed by Councillor S. Croft and seconded by Councillor M. Walsh that Councillor K. Wilson be elected as Leader of the Council.

A recorded vote was taken as follows:

For Councillor C. Watkins: Councillors E. Amaechi, J. Bonner, A. Bull, S. Dhillon, W. Hancox, S. Hey, P. Hickling, B. Hughes, T. Jenkins, N. King, W. Markham, C. Phillips, K. Price, R. Roze, B. Saru, J. Sheppard, T. Sheppard, C. Smith T. Venson, and C. Watkins

Against Councillor C. Watkins: Councillors M. Bird, D. Brown, J. Clarke, J. Collett, T. Cooper, S. Croft, L. Cvetkovic, M. Etienne, J. Gutteridge, J. Hartshorn, A. Khangura, S. Markham, B. Pandher, R. Smith, M. Walsh and K. Wilson

Abstentions for Councillor C. Watkins: Councillors M. Kondakor and M. Wright.

For Councillor K. Wilson: Councillors M. Bird, D. Brown, J. Clarke, J. Collett, T. Cooper, S. Croft, L. Cvetkovic, M. Etienne, J. Gutteridge, J. Hartshorn, A. Khangura, S. Markham, B. Pandher, R. Smith, M. Walsh and K. Wilson

Against Councillor K. Wilson: Councillors E. Amaechi, J. Bonner, A. Bull, S. Dhillon, W. Hancox, S. Hey, P. Hickling, B. Hughes, T. Jenkins, N. King, M. Kondakor, W. Markham, C. Phillips, K. Price, R. Roze, B. Saru, J. Sheppard, T. Sheppard, C. Smith, T. Venson, C. Watkins and M. Wright.

Abstentions for Councillor K. Wilson: None

RESOLVED that Councillor C. Watkins be elected as Leader of the Council for a four year term.

The Mayor moved a procedural motion as per Part 4A. 12 (c) of the constitution to change the order of business in the agenda so that Additional Item 14 be considered prior to Item 11.

This was seconded by Councillor C. Watkins.

A vote was taken.

The procedural motion was carried.

CL9 Changes to the arrangements to Executive Arrangements; Overview & Scrutiny Panels and Committees.

The Assistant Director – Governance and Democracy and the Solicitor to the Council (Monitoring Officer) submitted the above report to Council for consideration.

Councillor C. Watkins moved recommendations in the report.

Councillor J. Sheppard seconded the recommendations.

A vote was taken.

RESOLVED that

- a) the proposed changes to the Portfolio's set out in 3.2 i. and Appendix A of the report be approved and the Constitution amended accordingly;
- b) the proposed changes to the Overview & Scrutiny Arrangements in Article 6 of the Constitution as shown in Appendix B of the report be approved and the Constitution be amended accordingly;
- c) the proposed change from the Employment Committee to the Officer Remuneration Panel as set out in the report and in Appendix C of the report be agreed and the Constitution amended accordingly;
- d) The proposed Special Responsibilities Allowances at Appendix D of the report be noted;
- e) Delegated authority be given to the Strategic Director – Finance & Governance and Assistant Director – Finance to realign the Council's budget in accordance with the revised Executive arrangements in Appendix B of the report, in consultation with the Leader of the Council and the portfolio-holder for Resources and Customer Services; and
- f) Delegated Authority be given to the Assistant Director – Democracy and Governance in consultation with the portfolio-holder for Resources and Customer Services to amend the Council's Committee timetable to accommodate the additional Overview & Scrutiny Panel as set out in Appendix B and Officer Remuneration Panel as set out in Appendix C of the report.

CL10 Composition and Membership of Committees and Appointments to Outside Bodies for 2024/2025

It was **RESOLVED** that

- a) The Leader's appointments to and allocation of responsibilities for the Cabinet Portfolios, as given below, be noted:

A vote was taken, and this was carried.

Portfolio Holder	Member Appointed
Leader (Housing)	Councillor Chris Watkins
Deputy Leader (Environment and Public Services)	Councillor Jill Sheppard
Resources and Customer Services	Councillor Steve Hey
Leisure, Communities and Health	Councillor Tim Jenkins
Business and Regeneration	Councillor Nicola King
Planning and Enforcement	Councillor Robert Roze

- b) The composition of Committees and Overview and Scrutiny Panels were presented to Council as below:

Committee Size	Seats to Allocate	Conservative	Labour	Green		Total Membership
Cabinet	6		6			
Business, Regeneration & Planning OSP	9	4	5	0		9
Health and Corporate Resources OSP	9	4	4	1		9
Environment and Leisure OSP	9	4	5	0		9
Housing and Communities OSP	9	4	5	0		9
Audit & Standards (Excl co-optees)	11	4	6	1		11
Planning	11	4	6	1		11
Licensing	11	4	6	1		11
Appeals	10	4	5	1		10
Shareholder Committee	6	3	3	0		6
Borough Plan	9	4	5	0		9
Officer Remuneration Panel	5	2	3	0		5
Total	99	41	53	5		99

The composition of Committees and Overview and Scrutiny Panels as presented in the table be noted.

- c) The Membership of Committees and Overview and Scrutiny Panels for 2024/2025 be deferred and delegated to the Leader and Chief Executive to make the final amendments.

(An urgent delegated decision made by the Chief Executive was published on 22nd May 2024 detailing the finalised Membership of Committees and Overview and Scrutiny Panels. This is attached to these minutes at Appendix A)

- d) The representatives on Outside Bodies Schedule A, B and C were amended and approved as attached to these minutes at Appendix B;
- e) The appointment of the following co-opted members is as follows:

Audit and Standards Committee

Vacancy

Business, Regeneration and Planning Overview and Scrutiny Panel

Vacancy

Housing and Communities Overview and Scrutiny Panel

Vacancy

Environment and Leisure Overview and Scrutiny Panel

Vacancy

Health and Corporate Resources Overview and Scrutiny Panel

Mrs D. Ross

CL11 **Timetable of Committee Meetings 2024/25 & 2025/26**

The Assistant Director – Governance and Democracy submitted a report of the timetable of meetings as set out in Appendix A and B of the report.

Councillor C. Watkins moved the following amendment:

‘that Full Council on the 3rd July be moved to be held on the 10th July 2024.’

Councillor J. Sheppard seconded the amendment.

A vote was taken.

The amendment was carried.

A vote was taken on the recommendation with the above amendment.

RESOLVED that


- a) the timetable of committee meetings as set out in Appendix A be approved subject to the amendment that the full council on the 3rd July 2024 be moved to be held on the 10th July 2024; and
- b) Appendix B of the report be approved.

CL12 **Scheme of Delegation**

RESOLVED that the Scheme of Delegation for the Executive functions, as set out in item 13 of the agenda as determined by the by the Leader be noted; and the Council functions, as set out in item 13 of the agenda, be approved.

Mayor

RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 & THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014

<u>SUBJECT OF DECISION</u>	
REVISED COMMITTEE MEMBERSHIP AND APPOINTMENT TO OUTSIDE BODIES 2024/2025	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.)
DO/01/2024 BD	Part 3E.1 d) of the Constitution.
<u>DATE OF DECISION</u>	<u>DECISION MAKER (Name and Job Title)</u>
22/05/2024	 Brent Davis, Chief Executive

RECORD OF THE DECISION

The issue:

At the Annual Council Meeting held on 15th May 2024, appointments were made to Council Committees and Outside Bodies for the Municipal Year 2024/2025. During the consideration of this agenda item [Item 11.] it became apparent that minor amendments would be required to some of the proposed committee memberships, appointments to outside bodies, etc. as set out in Addendum 2 to the Council Meeting in order to comply with the Borough Council's Constitution. Council resolved that the Chief Executive, in consultation with the Leader of the Council, and where necessary the Leaders of the Opposition Groups, should make the required minor amendments to committee memberships, appointments to outside bodies, etc for the Municipal Year 2024/2025.

The Decision:

1. That the Borough Council's Committee membership for 2024/25 be as set out in Appendix 1 to this report.
2. That the following amendments to the schedule of Outside Bodies and appointed Councillor(s) be made:
 - a. Grayson Place (NBBC) Limited – Cabinet Member - Resources and Customer Service.
 - b. Warwickshire Adult Social Care and Health Overview and Scrutiny Committee –Chair of the Health and Corporate Resources OSP.
 - c. Housing Complaints Champion – Cabinet Member – Housing

REASON FOR THE DECISION

To ensure that the Borough Council is compliant with Section 16 of the Local Government & Housing Act 1989.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

None.

<u>WARD RELEVANCE</u>
All Wards
<u>FINANCIAL AND BUDGET IMPLICATIONS</u>
No specific financial or budget implications.
<u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u>
Consultation with the Leader of the Council; discussion with the Assistant Director – Democracy & Governance.
<u>ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED</u>
None
<u>IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE</u> (Note if the decision is a non-executive decision, no dispensation can be given).
N/a
<u>EQUALITIES IMPLICATIONS</u>
No specific equal opportunities implications.
<u>HUMAN RESOURCES IMPLICATIONS</u>
No specific Human Resources implications
<u>FINANCIAL IMPLICATIONS</u>
No specific financial implications.
<u>HEALTH EQUALITIES IMPLICATIONS</u>
No specific health equalities implications.
<u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u>
No specific Section 17 implications.
<u>RISK MANAGEMENT IMPLICATIONS</u>
No specific risk management implications.

SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS

No specific SME & local economy implications.

ENVIRONMENTAL IMPLICATIONS

No specific environmental implications.

LEGAL IMPLICATIONS

Section 16 of the Local Government & Housing Act 1989.

ANY OTHER COMMENTS

None

PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS MADE OR AS REASONABLY PRACTICABLE THEREAFTER

NUNEATON AND BEDWORTH BOROUGH COUNCIL

COMMITTEE MEMBERSHIP
2024/25

Regulatory Committees

Audit & Standards (11)

Councillor J. Bonner **(Chair)**
Councillor D. Brown **(Vice-C)**
Councillor T. Cooper
Councillor L. Cvetkovic
Councillor B. Hancox
Councillor J. Hartshorn
Councillor W. Markham
Councillor C. Smith
Councillor M. Wright
Councillor K. Price
Councillor B. Saru

Independent Member:

Vacancy

(Independent Members to be appointed for Hearings as required)

Appeals (10)

Councillor M. Bird
Councillor A. Bull
Councillor J. Collett
Councillor S. Croft
Councillor S. Dhillon
Councillor M. Etienne
Councillor B. Hancox
Councillor W. Markham
Councillor T. Sheppard
Councillor M. Wright

Licensing (11)

Councillor K. Price **(Chair)**
Councillor J. Gutteridge **(Vice-C)**
Councillor E. Amaechi
Councillor M. Bird
Councillor J. Bonner
Councillor J. Clarke
Councillor B. Hughes
Councillor A. Khangura
Councillor B. Saru
Councillor T. Sheppard
Councillor M. Wright

Shareholder Committee (6)

Councillor J. Sheppard **(Chair)**
Councillor J. Clarke
Councillor J. Gutteridge
Councillor S. Hey
Councillor N. King
Councillor M. Walsh

Planning Applications (11)

Councillor C. Phillips **(Chair)**
Councillor L. Cvetkovic **(Vice-C)**
Councillor A. Amaechi
Councillor P. Hickling
Councillor N. King
Councillor M. Kondakor
Councillor S. Markham
Councillor B. Saru
Councillor J. Sheppard
Councillor R. Smith
Councillor K. Wilson

Borough Plan Committee (9)

Councillor R. Roze **(Chair)**
Councillor M. Bird
Councillor A. Bull
Councillor L. Cvetkovic
Councillor T. Jenkins
Councillor C. Smith
Councillor R. Smith
Councillor M. Walsh
Councillor C. Watkins

Officer Remuneration Panel (5)

Councillor J. Sheppard **(Chair)**
Councillor D. Brown
Councillor S. Dhillon
Councillor W. Markham
Councillor K. Wilson

Overview & Scrutiny Panels

Business, Regeneration and Planning OSP (9)

Councillor P. Hickling **(Chair)**
Councillor J. Clark **(Vice-Chair)**
Councillor D. Brown
Councillor A. Bull
Councillor S. Dhillon
Councillor M. Etienne
Councillor B. Saru
Councillor C. Smith
Councillor R. Smith

Plus 1 co-opted member:

Vacancy

Health and Corporate Resources OSP (9)

Councillor S. Dhillon **(Chair)**
Councillor J. Hartshorn **(Vice-Chair)**
Councillor J. Bonner
Councillor B. Hughes
Councillor A. Khangura
Councillor M. Kondakor
Councillor B. Pandher
Councillor T. Venson
Councillor K. Wilson

Plus 1 co-opted member:

Mrs D. Ross

Environment and Leisure OSP (9)

Councillor T. Venson **(Chair)**
Councillor M. Walsh **(Vice-Chair)**
Councillor E. Amaechi
Councillor A. Bull
Councillor J. Collett
Councillor J. Gutteridge
Councillor S. Markham
Councillor W. Markham
Councillor C. Smith

Plus 1 co-opted member:

Vacancy

Housing and Communities OSP (9)

Councillor B. Hughes **(Chair)**
Councillor M. Etienne **(Vice-Chair)**
Councillor E. Amaechi
Councillor M. Bird
Councillor T. Cooper
Councillor S. Dhillon
Councillor W. Markham
Councillor B. Pandher
Councillor T. Venson

Plus 1 co-opted member:

Vacancy

SCHEDULE 'A'

APPOINTMENTS BY OFFICE (Period of Office 12 Months Commencing in May, 2024)

<u>Body</u>	<u>Present Representative</u>	<u>Number of Representatives</u>	<u>Travel and Subsistence</u>	<u>Indemnity</u>
A5 Member partnership	Cabinet Member for Planning and Enforcement	1	Yes	Indemnity Applies
Champion for Safeguarding (Children and Adults)	Cabinet Member for Resources and Customer Services	1	Yes	Indemnity Applies
Coventry, Warwickshire and Hinckley and Bosworth Joint Committee	Leader (Deputy Leader as substitute)	1	Yes	Indemnity Applies
District Leaders	Leader (Deputy Leader as substitute)	1	Yes	Indemnity Applies
Local Government Association	Leader (Cabinet Member as Substitute)	1	Yes	Indemnity Applies
Local Government Superannuation Scheme Consultative Board	Cabinet Member for Resources and Customer Services	1	Yes	Indemnity Applies
Nuneaton and Bedworth Home Improvement Agency	Cabinet Member for Housing	1	Yes	Indemnity Applies
Nuneaton and Bedworth Safer and Stronger	Cabinet Member for Housing	1	Yes	Indemnity Applies

Communities Partnership				
Nuneaton and Bedworth Community Enterprises Ltd	Leader, Cabinet Member (Cllr Robert Roze) and Leader of the Opposition or his/her representative	1	Yes	Indemnity Applies
Sherbourne Asset Co Shareholder Committee	Cabinet Member for Environment and Public	1	Yes	
Grayson Place (NBBC) Limited	Cabinet Member – Resources and Customer Service	1	Yes	Indemnity Applies
Nuneaton and Bedworth Sports Forum	Cabinet Member for Leisure, Communities and Health	1	Yes	No indemnity – Member decision
Nuneaton Festival of Arts	The Mayor	1	Yes	No Indemnity – Member decision
PATROL (Parking and Traffic Regulations Outside of London) Joint Committee Services	Cabinet Member for Planning and Enforcement	1	Yes	Indemnity Applies
Safer Warwickshire Partnership Board	Cabinet Member for Leisure, Communities and Health	1	No	No Indemnity – Member Decision
Warwickshire Direct Partnership	Cabinet Member for Environment and Public	1	Yes	Indemnity Applies
Warwickshire Health and Wellbeing Board	Cabinet Member for Leisure, Communities and Health	1	Yes	Indemnity Applies
Warwickshire Housing Support Partnership	Cabinet Member for Housing	1	Yes	Indemnity Applies
Warwickshire Police and Crime Panel	Cabinet Member for Leisure, Communities and Health	1	Yes	Indemnity Applies

Warwickshire Waste Partnership	Cabinet Member for Environment and Health	1	Yes	Indemnity Applies
West Midlands Combined Authority Board	Leader (Cabinet Member as Substitute)	1	Yes	Indemnity Applies
West Midlands Employers	Cabinet Member for Resources and Customer Services	1	Yes	No Indemnity - Member Decision
Warwickshire Adult Social Care and Health Overview and Scrutiny Committee	Member of Health and Corporate Resources OSP – Cllr S. Dhillon Sub – C. Watkins	1	Yes	No Indemnity - Member Decision

SCHEDULE 'B'

APPOINTMENTS NOT NECESSARILY BY OFFICE

Body	Representation	Terms of Office	Present Representative (s)	Travel and Subsistence	Indemnity
Age UK (Warwickshire Branch)	1 Councillor	1 Yr	Councillor A. Bull	No	No indemnity - Member decision
Armed Forces Covenant Meeting	1 Councillor	1 Yr	Councillor B. Saru	No	No indemnity Member decision
Astley Charity	1 Councillor	1 Yr	Councillor C. Smith	No	No indemnity Member decision
Biodiversity Champion	1 Councillor	1 Yr	Councillor T. Jenkins	Yes	Indemnity Applies
Building Control Partnership Steering Group	Cabinet Member for Planning and Enforcement plus 1 Councillor	1 Yr	Cabinet Member for Planning and Enforcement, and Councillor T. Venson	Yes	Indemnity Applies
Bulkington Village Centre Project	1 Representative (not necessarily a Councillor)	1 Yr	Councillor R. Smith	Yes	No Indemnity – Member Decision
Camp Hill Urban Village: Pride in Camp Hill Board	1 Councillor	1Yr	Councillor S. Dhillon	Yes	Indemnity applies
Committee of Management of Hartshill and Nuneaton Recreation Ground	Portfolio Holder for Leisure, Communities and Health + 2 Councillors	1 Yr	Councillors T. Jenkins, and E. Amaechi and S. Dhillon	No	No Indemnity – Member Decision
Exhall Education Foundation	Trustee (not necessarily a Councillor and	1 Yr	Councillor T. Jenkins	No	No Indemnity – Member Decision

	preferably from Exhall Parish)				
Friendship Project for Children	1 Councillor	1 Yr	Councillor P. Hickling	No	No Indemnity – Member decision
George Eliot Hospital NHS Trust – Public/User Board	1 Councillor	1 Yr	Councillor S. Dhillon	Yes	Indemnity Applies
George Elliot Hospital NHS Foundation Trust Governors	1 councillor	1 Yr	Councillor B. Hughes	Yes	Indemnity Applies
Housing Complaints Champion	1 Councillor	1 Yr	Councillor C. Watkins	Yes	Indemnity Applies
Nuneaton and Bedworth Older People’s Forum	1 Councillor	1 Yr	Councillor S. Hey	Yes	Indemnity Applies
Nuneaton Neighbour Watch Committee	1 Councillor	1 Yr	Councillor J. Sheppard	No	No Indemnity – Member decision
Bedworth Neighbourhood Watch Committee	1 Councillor	1 Yr	Councillor B. Hancox	No	No Indemnity – Member decision
Warwickshire Joint Overview and Scrutiny Committee	1 Councillor	1 Yr	Councillor T. Venson	Yes	Indemnity Applies
EQuIP:	1 Councillor	1 Yr	Councillor E. Amaechi	No	No Indemnity

Equality and Inclusion Partnership					- Member decision
West Midlands Combined Audit, Risk and Assurance Committee	1 Councillor (plus 1 substitute)	1 Yr	Councillors E. Amaechi and W. Markham (Sub)	Yes	Indemnity Applies
West Midlands Combined Authority Housing and Land Delivery Board	1 Councillor	1 Yr	Councillor C. Watkins		
West Midlands Combined Authority Wellbeing Board	1 Councillor	1 Yr	Councillor S. Dhillon		
West Midlands Employers Board	1 Councillor	1 Yr	Councillor S. Hey		
Foleshill Charity Trustee – Proffitt’s Charity	1 Trustee (not necessarily a Councillor)		Councillor T. Jenkins	No	No indemnity – Member decision
NABCEL – Appointment of Executive Directors	2 Officer Representatives		To be confirmed		
Nuneaton Town Deal Board	Leader of the Council		Councillor N. King		
Bedworth Town Deal Board	Leader of the Council		Councillor R. Roze		
Grayson Place (NBBC) Limited	Cabinet Member – Resources and Customer Service		Councillor S. Hey		

Nicolas Chamberlaine's School Foundation	1 Representative (Not necessarily a Councillor)	4 Yrs to May 2028	Councillor B. Hancox	Yes	No Indemnity – Member decision
Nicholas Chamberlaine's Hospital and Sermon Charity					

SCHEDULE 'C'

TERMS OF OFFICE NOT YET EXPIRED

<u>Body</u>	<u>Representation</u>	<u>Term of Office</u>	<u>Present Representative (s)</u>	<u>Travel and Subsis tence</u>	<u>Indemnity</u>
Hammersley Smith and Orton Charity	2 Representatives (not necessarily Councillors)	4 Yrs to Oct 2025	Mr. B. Hammersley and Mr L. Downs	Yes	No indemnity – Member decision
Hammersley Smith and Orton Charity	2 Representatives (not necessarily Councillors)	4 Yrs to May 2027	Cllr M. Walsh and Cllr S. Markham	Yes	No indemnity – Member decision
Hospice Charity	1 Representative (not necessarily a Councillor)	4 Yrs to May 2026	Mr R. Tromans	No	No indemnity – Member decision
Charity Trustees of Abbey Theatre	2 Representatives (not necessarily a councillor)	3 Yrs to December 2026	Mr M. Green and Councillor S. Markham	No	No indemnity – Member decision

	preferably from Exhall Parish)				
Friendship Project for Children	1 Councillor	1 Yr	Councillor P. Hickling	No	No Indemnity – Member decision
George Eliot Hospital NHS Trust – Public/User Board	1 Councillor	1 Yr	Councillor S. Dhillon	Yes	Indemnity Applies
George Elliot Hospital NHS Foundation Trust Governors	1 councillor	1 Yr	Councillor B. Hughes	Yes	Indemnity Applies
Nuneaton and Bedworth Older People’s Forum	1 Councillor	1 Yr	Councillor S. Hey	Yes	Indemnity Applies
Nuneaton Neighbour Watch Committee	1 Councillor	1 Yr	Councillor J. Sheppard	No	No Indemnity – Member decision
Bedworth Neighbourhood Watch Committee	1 Councillor	1 Yr	Councillor B. Hancox	No	No Indemnity – Member decision
Warwickshire Joint Overview and Scrutiny Committee	1 Councillor	1 Yr	Councillor T. Venson	Yes	Indemnity Applies
EQuIP: Equality and Inclusion Partnership	1 Councillor	1 Yr	Councillor E. Amaechi	No	No Indemnity – Member decision
West Midlands Combined	1 Councillor (plus 1 substitute)	1 Yr	Councillors E. Amaechi and	Yes	Indemnity Applies

Audit, Risk and Assurance Committee			W. Markham (Sub)		
West Midlands Combined Authority Housing and Land Delivery Board	1 Councillor	1 Yr	Councillor C. Watkins		
West Midlands Combined Authority Wellbeing Board	1 Councillor	1 Yr	Councillor S. Dhillon		
West Midlands Employers Board	1 Councillor	1 Yr	Councillor S. Hey		
Foleshill Charity Trustee – Proffitt's Charity	1 Trustee (not necessarily a Councillor)		Councillor T. Jenkins	No	No indemnity – Member decision
NABCEL – Appointment of Executive Directors	2 Officer Representatives		To be confirmed		
Nuneaton Town Deal Board	Leader of the Council		Councillor N. King		
Bedworth Town Deal Board	Leader of the Council		Councillor R. Roze		
Nicolas Chamberlaine's School Foundation Nicholas Chamberlaine's Hospital and Sermon Charity	1 Representative (Not necessarily a Councillor)	4 Yrs to May 2028	Councillor B. Hancox	Yes	No Indemnity – Member decision

SCHEDULE 'C'

TERMS OF OFFICE NOT YET EXPIRED

<u>Body</u>	<u>Representation</u>	<u>Term of Office</u>	<u>Present Representative (s)</u>	<u>Travel and Subsistence</u>	<u>Indemnity</u>
Hammersley Smith and Orton Charity	2 Representatives (not necessarily Councillors)	4 Yrs to Oct 2025	Mr. B. Hammersley and Mr L. Downs	Yes	No indemnity – Member decision
Hammersley Smith and Orton Charity	2 Representatives (not necessarily Councillors)	4 Yrs to May 2027	Cllr M. Walsh and Cllr S. Markham	Yes	No indemnity – Member decision
Hospice Charity	1 Representative (not necessarily a Councillor)	4 Yrs to May 2026	Mr R. Tromans	No	No indemnity – Member decision
Charity Trustees of Abbey Theatre	2 Representatives (not necessarily a councillor)	3 Yrs to December 2026	Mr M. Green and Councillor S. Markham	No	No indemnity – Member decision

Council - Schedule of Declarations of Interests – 2024/2025

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	General dispensations granted to all members under s.33 of the Localism Act 2011			Granted to all members of the Council in the areas of: <ul style="list-style-type: none"> - Housing matters - Statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992 - An allowance, payment given to members - An indemnity given to members - Any ceremonial honour given to members - Setting council tax or a precept under the Local Government Finance Act 1992 - Planning and Licensing matters - Allotments - Local Enterprise Partnership
	E. Amaechi	<ul style="list-style-type: none"> - Employed NHS Wales Shared Services Partnership (NWSSP) - Ricky Global Consultants Ltd - Purple Dove Events Ltd 		
	M. Bird		Life Member of National Association of British Market Authorities	
	J. Bonner	Employed by Etone College (Matrix Academy Trust) - Teacher	The Labour Party (sponsorship) Member of: <ul style="list-style-type: none"> - The Labour Party - National Education Union 	
	D. Brown	Employed by H.M Land Registry	Regional Coordinator, Ragdoll Rescue Charity. Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Exhall Education Foundation (Council appointment). 	
	A. Bull	Employed by FedEx	The Labour Party (sponsorship) -CWU Trade Union Member	
	J. Clarke	<ul style="list-style-type: none"> -Employed by Marcus Jones MP - Warwickshire County Councillor 	Nuneaton Conservative Association; Deputy Chairman Officer of the Abbey Preceptory Masonic Buildings - Nuneaton	
	J. Collett	Employed by:	- Nuneaton Conservative	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
		<ul style="list-style-type: none"> - Marcus Jones MP - Consigliere Strategy Ltd 	Association (sponsorship) - Member of: <ul style="list-style-type: none"> - Nuneaton Rugby Club - Nuneaton Town Football Club - Nuneaton Cricket Club 	
	T. Cooper	None	Member on the following Outside Bodies: <ul style="list-style-type: none"> • Camp Hill Urban Village: Pride in Camp Hill Board • Committee of Management of Hartshill and Nuneaton Recreation Ground 	
	S. Croft	Employed at Holland & Barrett Retail Ltd	Member of the following Outside Bodies: <ul style="list-style-type: none"> • Champion for Safeguarding (Children and Adults) • Local Government Superannuation Scheme Consultative Board • West Midlands Employers 	
	L. Cvetkovic	Head of Geography (Teacher), Sidney Stringer Academy, Coventry	The Bulkington Volunteers (Founder); Bulkington Sports and Social Club (Trustee) Member on the following Outside Bodies: <ul style="list-style-type: none"> • Building Control Partnership Steering Group 	
	S. Dhillon	Employed by UHCW NHS Trust	Member (Rep) at Unison – UHCW Trust	
	M. Etienne	Employed by Network Rail	RMT Member	
	J. Gutteridge		Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Warwickshire Health and Wellbeing Board • Age UK (Warwickshire Branch) • Committee of Management of Hartshill and Nuneaton Recreation Ground • West Midlands Combined Authority Wellbeing Board Member of NABCEL	
	B. Hancox		The Labour Party (sponsorship) Member of: <ul style="list-style-type: none"> - The Labour Party - Unite the Union 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			- British Gurkha Veterans Association (Adviser)	
	J. Hartshorn	Employed by Asda Nuneaton	Member of Nuneaton Conservatives	
	S. Hey	Director – - Heywire Ltd - Brilliant Boking Ltd		
	P. Hickling	Employed by - King Edward VI Sixth Form College (Teacher) - Pearson Education (Snr Examiner)	The Labour Party (sponsorship) - Member of The Labour Party (CLP and Secretary of Nuneaton West) - Member of National Education Union - Committee Member of Nuneaton Historical Association - Governor of King Edward VI Sixth Form College	
	B. Hughes	Full Time Carer		
	T. Jenkins	Managing Partner – Gribblybugs LLP	The Labour Party (sponsorship) - Committee Member of Warwickshire Amphibian & Reptile Team - Member of Warwickshire Wildlife Trust - Member of Equity – Trade Union	
	A. Khangura	Self-Employed		
	N. King	Employed by Love Hair and Beauty		
	M. Kondakor			
	S. Markham	County Councillor – WCC (Portfolio Holder for Children’s Services)	Governor at Ash Green School Member of the following Outside Bodies: <ul style="list-style-type: none"> • Nuneaton and Bedworth Sports Forum • Warwickshire Direct Partnership • Warwickshire Waste Partnership • Sherbourne Asset Co Shareholder Committee • Hammersley, Smith and Orton Charities • Trustee of Abbey Theatre 	
	W. Markham		Governor at Ash Green School for SEND Member of Unite Union	
	B. Pandher		Member of Warwickshire County Council President & Trustee of Nanaksar Gurdwara Gursikh Temple Coventry;	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			Coordinator of Council of Sikh Temples in Coventry; Secretary of Coventry Indian Community; Trustee of Sikh Monument Trust Vice Chair Exhall Multicultural Group Member of the following Outside Bodies: <ul style="list-style-type: none"> • Foleshill Charity Trustee – Proffitt's Charity • Conservative Party 	
	C. Phillips	Warwickshire County Council	Chair of Governors – Stockingford Nursery School	
	K. Price	Warwickshire County Council		
	R. Roze	Director – InfiniTEN Ltd		
	B. Saru	Director – Saru Embroidery Ltd	- Labour Party (sponsorship) - Armed Forced Covenant	
	J. Sheppard		Partnership member of the Hill Top and Caldwell Big Local.	
			Director of Wembrook Community Centre.	Dispensation to speak and vote on any matters of Borough Plan that relate to the Directorship of Wembrook Community Centre
			Member of Labour Party	
	T. Sheppard	Self Employed	Member of Unite Union Member of Labour Party	
	C. Smith	Software Engineer – Prophet PLC	- U16 Coach – Nuneaton RFC - Safeguarding – Manor Park RFC	
	R. Smith		- Conservative Party Member - Chair of Trustees - Volunteer Friends, Bulkington; - Trustee of Bulkington Sports and Social Club.	
	T. Venson	Employed by Freightliner Heavy Haul	A5IEF Trade Union The Labour Party	
	M. Walsh	(Retired)Employed by MacInnes Tooling Ltd. – UK Sales Manager		
	C.M. Watkins	Employee of Nutri Pack	Representative on the following outside bodies: <ul style="list-style-type: none"> • Nuneaton and Bedworth Community Enterprises Ltd. (NABCEL) 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	K.D. Wilson	Delivery Manager, Nuneaton and Warwick County Courts, HMCTS, Warwickshire Justice Centre, Nuneaton	<p>Deputy Chairman – Nuneaton Conservative Association</p> <p>Board Member of the Conservative Association.</p> <p>Corporate Tenancies: properties are leased by NBBC to Nuneaton and Bedworth Community Enterprises Ltd, of which I am a Council appointed Director.</p> <p>Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> • Director of Nuneaton and Bedworth Community Enterprises Ltd (NABCEL) • Coventry, Warwickshire and Hinckley & Bosworth Joint Committee • District Council Network • Local Government Association • LGA People & Places Board (Member) • West Midlands Combined Authority 	
	M. Wright			

Council - Schedule of Declarations of Interests – 2024/2025

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	General dispensations granted to all members under s.33 of the Localism Act 2011			Granted to all members of the Council in the areas of: <ul style="list-style-type: none"> - Housing matters - Statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992 - An allowance, payment given to members - An indemnity given to members - Any ceremonial honour given to members - Setting council tax or a precept under the Local Government Finance Act 1992 - Planning and Licensing matters - Allotments - Local Enterprise Partnership
	E. Amaechi	<ul style="list-style-type: none"> - Employed NHS Wales Shared Services Partnership (NWSSP) - Ricky Global Consultants Ltd - Purple Dove Events Ltd 	<ul style="list-style-type: none"> - Foundation Governor - Our Lady and St. Joseph Academy, Nuneaton. - Member of: <ul style="list-style-type: none"> - British Computer Society. - Igbo Community Coventry. - Mbaise Community, Coventry. Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Committee of Management of Hartshill and Nuneaton Recreation Ground • EQulP: Equality and Inclusion Partnership • West Midlands Combined Audit, Risk and Assurance Committee 	
	M. Bird		<ul style="list-style-type: none"> - Life Member of National Association of British Market Authorities. - Member of the Stockingford Allotment association and Pavillion Club. 	
	J. Bonner	Employed by Etone College (Matrix Academy Trust) - Teacher	The Labour Party (sponsorship) Member of: <ul style="list-style-type: none"> - The Labour Party - National Education Union 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	D. Brown	Employed by H.M Land Registry	Regional Coordinator, Ragdoll Rescue Charity.	
	A. Bull	Employed by FedEx	<p>The Labour Party (sponsorship) -CWU Trade Union Member</p> <p>Representative of the following Outside Bodies:</p> <ul style="list-style-type: none"> • Age UK (Warwickshire Branch) 	
	J. Clarke	-Employed by Marcus Jones MP - Warwickshire County Councillor	<p>Nuneaton Conservative Association; Deputy Chairman</p> <p>Officer of the Abbey Preceptory Masonic Buildings - Nuneaton</p>	
	J. Collett	Employed by: - Marcus Jones MP - Consigliere Strategy Ltd	<p>- Nuneaton Conservative Association (sponsorship)</p> <p>- Member of:</p> <ul style="list-style-type: none"> - Nuneaton Rugby Club - Nuneaton Town Football Club - Nuneaton Cricket Club 	
	T. Cooper	None		
	S. Croft	Employed at Holland & Barrett Retail Ltd		
	L. Cvetkovic	Head of Geography (Teacher), Sidney Stringer Academy, Coventry	<p>The Bulkington Volunteers (Founder); Bulkington Sports and Social Club (Trustee)</p> <p>Member on the following Outside Bodies:</p> <ul style="list-style-type: none"> • Building Control Partnership Steering Group 	
	S. Dhillon	Employed by UHCW NHS Trust	<p>Member (Rep) at Unison – UHCW Trust</p> <p>Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> • Warwickshire Adult Social Care and Health Overview and Scrutiny Committee • Camp Hill Urban Village: Pride in Camp Hill Board • Committee of Management of Hartshill and Nuneaton Recreation Ground • George Eliot Hospital NHS Trust – Public/User Board • West Midlands Combined Authority Wellbeing Board 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	M. Etienne	Employed by Network Rail	RMT Member	
	J. Gutteridge		Member of NABCEL	
	B. Hancox		<p>The Labour Party (sponsorship) Member of:</p> <ul style="list-style-type: none"> - The Labour Party - Unite the Union - British Gurkha Veterans Association (Adviser) <p>Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> • Nuneaton Festival of Arts • Bedworth Neighbourhood Watch Committee • Nicolas Chamberlaine's School Foundation 	
	J. Hartshorn	Employed by Asda Nuneaton	Member of Nuneaton Conservatives	
	S. Hey	Director – - Heywire Ltd - Brilliant Bookings Ltd	<p>Member of the Labour Party, National Trust, CAMRA (Campaign for Real Ale), Royal Photographic Society.</p> <p>Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> • West Midlands Employers Board (NBBC representative) • Local Government Superannuation Scheme Consultative Board • Grayson Place (NBBC) Limited • West Midlands Employers • Nuneaton and Bedworth Older People's Forum 	
	P. Hickling	Employed by - King Edward VI Sixth Form College (Teacher) - Pearson Education (Snr Examiner)	<p>The Labour Party (sponsorship) - Member of The Labour Party (CLP and Secretary of Nuneaton West) - Member of National Education Union - Committee Member of Nuneaton Historical Association</p>	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			<p>- Governor of King Edward VI Sixth Form College</p> <p>Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> • Friendship Project for Children 	
	B. Hughes	Full Time Carer	<p>Member of the Labour Party. Member of the National Trust. Member of the Caravan and Motorhome Club Member of CAMRA</p> <p>Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> • George Elliot Hospital NHS Foundation Trust Governors 	
	T. Jenkins	Managing Partner – Gribblybugs LLP	<p>The Labour Party (sponsorship) - Committee Member of Warwickshire Amphibian & Reptile Team - Member of Warwickshire Wildlife Trust - Member of Equity – Trade Union Members of National Trust and English Heritage</p> <p>Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> • Nuneaton and Bedworth Sports Forum, • Safer Warwickshire Partnership Board, • Warwickshire Health and Wellbeing Board, • Warwickshire Police and Crime Panel, • Biodiversity Champion • Committee of Management of Hartshill and Nuneaton Recreation Ground • Exhall Education Foundation • Foleshill Charity Trustee – Proffitt's Charity 	
	A. Khangura	Self-Employed		
	N. King	Employed by Love Hair and Beauty	<p>Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> • Nuneaton Town Deal 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			Board	
	M. Kondakor		<ul style="list-style-type: none"> - Member of the Green Party - Member of Nuneaton Harriers AC - Chair – Bedworth Symphony Orchestra 	
	S. Markham	County Councillor – WCC (Portfolio Holder for Children’s Services)	Governor at Ash Green School Member of the following Outside Bodies: <ul style="list-style-type: none"> • Hammersley, Smith and Orton Charities • Trustee of Abbey Theatre 	
	W. Markham		Governor at Ash Green School for SEND Member of Unite Union	
	B. Pandher		<ul style="list-style-type: none"> - Member of Warwickshire County Council. - Member of the Conservative Party - President & Trustee of Nanaksar Gurdwara Gursikh Temple Coventry; - Coordinator of Council of Sikh Temples in Coventry; - Secretary of Coventry Indian Community; - Trustee of Sikh Monument Trust - Vice Chair Exhall Multicultural Group 	
	C. Phillips	Warwickshire County Council	Chair of Governors – Stockingford Nursery School	
	K. Price	Warwickshire County Council	The Labour Party Unite the Union BASW Social Work England Registration	
	R. Roze	Director – InfiniTEN Ltd	Representative on the following Outside Bodies: <ul style="list-style-type: none"> • A5 Member Partnership • Nuneaton and Bedworth Community Enterprises Ltd • PATROL (Parking and Traffic Regulations Outside of London) Joint Committee Services. • Building Control Partnership Steering 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			Group <ul style="list-style-type: none"> • Bedworth Town Deal Board 	
	B. Saru	Director – Saru Embroidery Ltd	- Labour Party (sponsorship) Representative on the following Outside Bodies: - Armed Forces Covenant	
	J. Sheppard		Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Sherbourne Asset Co Shareholder Committee • Warwickshire Direct Partnership • Warwickshire Waste Partnership • Nuneaton Neighbour Watch Committee 	
			Director of Wembrook Community Centre.	Dispensation to speak and vote on any matters of Borough Plan that relate to the Directorship of Wembrook Community Centre
			Member of Labour Party	
	T. Sheppard	Self Employed	Member of Unite the Union Member of Labour Party	
	C. Smith	Software Engineer – Prophet PLC	- U16 Coach – Nuneaton RFC - Safeguarding – Manor Park RFC Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Astley Charity 	
	R. Smith		- Conservative Party Member - Chair of Trustees - Volunteer Friends, Bulkington; - Trustee of Bulkington Sports and Social Club.	
	T. Venson	Employed by Freightliner Heavy Haul	ASIEF Trade Union The Labour Party Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Building Control Partnership Steering Group • Warwickshire Joint Overview and Scrutiny Committee 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	M. Walsh	(Retired)Employed by Maclnnes Tooling Ltd. – UK Sales Manager	Trustee of the Nuneaton Scouts Association. Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Hammersley Smith and Orton Charity 	
	C.M. Watkins	Employee of Nutri Pack	Representative on the following outside bodies: <ul style="list-style-type: none"> • Nuneaton and Bedworth Community Enterprises Ltd. (NABCEL) • Coventry, Warwickshire and Hinckley and Bosworth Joint Committee • Local Government Association • Nuneaton and Bedworth Hone Improvement Agency • Nuneaton and Bedworth Safer and Stronger Communities Partnership • Nuneaton and Bedworth Community Enterprises Ltd • Warwickshire Housing Support Partnership • West Midlands Combined Authority Board (WMCA) • West Midland Combined Housing and Land delivery Board 	
	K.D. Wilson	Delivery Manager, Nuneaton and Warwick County Courts & West Midlands and Warwickshire Bailiffs, HMCTS, Warwickshire Justice Centre, Nuneaton	-Deputy Chairman – Nuneaton Conservative Association - Nuneaton Conservative association (sponsorship) -Board Member of the Conservative Association. -Corporate Tenancies: properties are leased by NBBC to Nuneaton and Bedworth Community Enterprises Ltd, of which I am a Council appointed Director. Representative on the following Outside Bodies: -LGA People & Places Board (Member) -Director of Nuneaton and Bedworth Community Enterprises Ltd (NABCEL) -Director of Grayson Place (NBBC) Ltd	
	M. Wright			

4A.9 PUBLIC PARTICIPATION

4.9.1 General

At each Ordinary Meeting or Extra Ordinary Meeting of the Council, 20 minutes (which can be extended at the discretion of the Mayor) shall be set aside for questions or statements from the public gallery by any resident of the Borough in relation to matters in respect of which the Council has powers or duties, or which affect the Borough. In the case of an Extra Ordinary Meeting the question or statement must relate to the business of that meeting.

4.9.2 Notice of Questions and Statements

No such question shall be asked, or statement made, unless it shall have been delivered in writing to the Head of Paid Service no later than 12 noon on the day before the meeting of the Council.

4.9.3 Scope of Questions and Statements

The Head of Paid Service may reject a question or statement if it:

- a) is not about a matter for which the Council has a responsibility or which doesn't affect the Borough;
- b) is defamatory, frivolous or offensive;
- c) is substantially the same as a question or statement which has been put at a meeting of the Council in the past six months;
- d) requires or involves the disclosure of confidential or exempt information; or
- e) It is not a question nor a statement, as provided for in these Procedure Rules.

4.9.4 The Mayor will invite the relevant Cabinet Member or Committee Chair to give a reply. Such reply shall not exceed five minutes. In the case of a question, on the discretion of the Mayor, a supplementary question may be asked if arising directly from the reply, provided that the original allocation of five minutes is not exceeded. The Mayor may reject a supplementary question on any of the grounds detailed in paragraph 4.9.3 above

4.9.5 Time Limit and Number of Questions

No question or statement shall exceed three minutes. In the event of there being more than one question or statement, the Head of Paid Service will ensure that questions and statements are dealt with in the order received. At the expiry of the 20 minute period, or such period as may be agreed by the Mayor, or after the reply to the final question or statement, whichever shall first occur, the Council will proceed to the next business.

4.9.6 Record of Questions and Statements

The question or statement and the reply given shall be minuted.

4.9.7 Reference of Question to the Cabinet or a Committee

Unless the Mayor decides otherwise, no discussion will take place on any question, but any Member may move that a matter raised by a question be referred to the Cabinet or the appropriate Committee. Once seconded, such a motion will be voted on without discussion.

4.9.8 Any question or statement which cannot be dealt with during Public Participation because of lack of time will be dealt with in writing, and recorded in accordance with paragraph 4.9.6.

4A.10 QUESTIONS BY COUNCILLORS

4.10.1 A Member of the Council may ask the Leader of the Council or the Chair of a Committee any question without notice upon an item of the report of the Cabinet or a Committee (respectively) when that item is being received or under consideration by the Council.

4.10.2 Questions on Notice at Full Council

At each meeting a Member of the Council may ask no more than one question (but see 4.10.3(b) below) on any matter in relation to which the Council has powers or duties, or which affects the Borough. A Member may choose to ask their permitted question of either:

- a Member of the Cabinet; or
- the Chair of any Committee, Panel or Sub-Committee

4.10.3 No such question under paragraph 4.10.2 shall be asked unless:
(a) the question has been delivered in writing to the Head of Paid Service and Leader before 12 noon on the day before the meeting of the Council; or
(b) where the question relates to urgent matters, they have the consent of the Mayor or the Leader of the Council or the Portfolio Holder to whom the question is to be put or in the case of a Committee, Panel or Sub-Committee, the Chair, and the content of the question is given to the Head of Paid Service at least three hours before the time that the meeting is due to start.

4.10.4 The Member who put the question may ask one supplementary question of the Member to whom the first question was asked if it arises directly out of the original question or the reply, and shall be put and answered without discussion.

4.10.5 Response

An answer may take the form of:

- (a) a direct oral answer;
- (b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- (c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

4.10.6 Request to Speak on the Matter

- (a) Arising from the question, and the response or supplementary response given, any other member of the Council may request to move a motion in connection with the response under consideration and, if seconded, speak on the item. The Rules of Debate as set out in Council Procedure Rule 13 shall apply (as modified below) and the responder to the original question shall have the right of reply at the end of the debate.
- (b) Any debate on a question shall be limited to no more than 15 minutes (excluding the right of reply) and each member shall be limited to speaking for no more than three minutes each.
- (c) Notwithstanding the provisions of (b) above, the maximum time for Members' questions shall not normally exceed 45 minutes, and the Mayor shall have discretion to limit the debate on questions as he or she shall see fit.

4.10.7 Reference of Question to the Cabinet or a Committee

Any Member may move that a matter raised by a question be referred to the Cabinet or the appropriate Committee. Once seconded, such a motion will be voted on without discussion.

4.10.8 Any question which cannot be dealt with because of lack of time will be dealt with in writing in accordance with paragraph 4.10.5 (c).

4.10.9 Questions on Notice at Committees, Panels or Sub-Committees

A Member of a Committee, Panel or Sub-Committee may, upon giving notice, ask the Chair of it one question on any matter in relation to which the Council has powers or duties, or which affect the Borough and which falls within the Terms of Reference of that Committee, Panel or Sub-Committee

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Council – 10th July 2024

From: Assistant Director for Planning

Subject: Validation checklist for planning applications

Portfolio: Planning and Enforcement

Building a Better Borough Aim: Live, work and visit

Building a Better Borough Priority: Various

1. Purpose of Report

- 1.1 The purpose of the report is to seek approval Full Council approval to adopt the Validation Checklist for planning applications.

2. Recommendations

- 2.1 It is recommended to Council that:
- 2.2 The Validation Checklist for planning applications (at Appendix A) be adopted.
- 2.3 Subject to consultation with the Cabinet member for Planning and Enforcement, make minor modifications to the Validation Checklist prior to final publication, where these modifications correct typographical errors, amendments to numbering or cross referencing.

3. Background

- 3.1 In order to assess a planning application, the Development Control Team at Nuneaton and Bedworth Borough Council need to be in receipt of appropriate supporting information. Certain national requirements are mandatory, but local authorities have the discretion to have a local list of information requirements or validation criteria that are considered necessary to support the process of effective and efficient decision making. The Council is now proposing to adopt a local list of validation criteria.

4. Proposal

- 4.1 Nuneaton and Bedworth has produced a planning validation checklist in accordance with the requirements of paragraph 44 of the National Planning Policy Framework (NPPF) and Planning Practice Guidance. Paragraph 44 of the NPPF states that local planning authorities should publish a list of their information requirements for planning applications, and that such should be kept to the minimum needed to make decisions. The validation list should also be subject to frequent review.
- 4.2 The checklist has been prepared to take account of policy requirements both at a national and local level, as provided by the revised NPPF (2023) and the adopted Nuneaton and Bedworth Borough Plan (June 2019). (See appendix A – this is available on the Council’s web site for the Full Council meeting and a printed copy is available in the Member’s rooms; alternatively, please contact the Policy Team if you require an individual hard copy of the validation checklist).
- 4.3 The checklist has been prepared to help agents/applicants submitting planning applications, by providing clear information as to what should be submitted with each application type. A validation checklist matrix has been included within the document to further assist users in identifying the information requirements by application type.
- 4.4 Paragraph 44 states that local planning authorities should only request supporting information that is relevant, necessary and material to the planning application in question. Planning Practice Guidance (paragraph 040) states that, in addition to being specified on an up-to-date local list published on the local planning authority’s website, information requested with a particular planning application must be:
- reasonable having regard, in particular, to the nature and scale of the proposed development; and
 - about a matter which it is reasonable to think will be a material consideration in the determination of the application.
- 4.5 The Document will enable Nuneaton and Bedworth’s Development Control Team to assess supporting documents and plans at the time a planning application is submitted (made under the Town and Country Planning Acts) to enable validation of the application. If an application on receipt has the correct level of supporting information, then it is validated and can progress towards a decision.
- 4.6 The checklist is set out in two main parts:
- Part one sets out the national list of requirements which are mandatory for all planning applications.
 - Part two sets out Nuneaton and Bedworth Borough Councils’ local list.

The checklist aims to:

- Assist in ensuring that applications are valid when submitted.

- Ensure that all applications can be dealt with effectively and efficiently.
- Respond positively to best practice advice issued by Government.
- Ensure that Nuneaton and Bedworth Borough Council comply with legislation in relation to planning applications.

4.7 The Validation Checklist is designed to help ensure that an application is valid when received. The checklist highlights relevant local and national policies, and if pertinent, technical documents, and provides links to where such documents can be accessed.

5.0 Consultation details

5.1 The public consultation process ran from 23rd May 2024 to 20th June 2024. Twelve responses were received as a result of the consultation from the following:

- Dilworth Design
- Hayward Architects
- Green Nuneaton
- Natural England
- Warwickshire Police
- One member of the public
- Tamworth Borough Council
- Historic England
- Coal Authority
- Savills (on behalf of Arbury Estate)
- Environment Agency
- WCC Ecology

5.2 These responses were analysed and used to assist in producing the final version of the Validation Checklist. These responses are set out in the document that forms Appendix B of this report.

6. Conclusion

6.1 In order to assess a planning application, the Development Control Team at Nuneaton and Bedworth Borough Council need to be in receipt of appropriate supporting information. Certain national requirements are mandatory, but local authorities have the discretion to have a local list of information requirements or validation criteria.

6.2 Through having a validation checklist, the Council will improve processes by making a more effective and efficient decision-making system. On the basis of these improvements, it is recommended that the Validation Checklist is adopted.

7. Appendices

7.1 Appendix A: Validation Checklist. (There are printed copies available in the Member's rooms and it is also available on the Council's website for the Full Council meeting; alternatively, please contact the Policy Team if you require an individual hard copy of the checklist).

7.2 Appendix B – Consultation Statement.

Appendix B - Validation Checklist Consultation Responses

Organisation	Section	Comments	Officer response	Action
Dilworth Design	Cross section drawings	Speaking from a house extension perspective our only comments would be that we do not feel it is essential or informative to provide a cross section on every planning submission. It should be required where there are varying ground levels where the extension/addition is set on a different level to the existing property but do not see that it provides any useful information otherwise that assists a planning officer in determining an application. We agree that on listed buildings it is an essential tool to understand how the existing and new element will relate to each other and to assess the impact on the asset.	Agreed that it is only relevant for householder applications where there is an existing or proposed change in levels across the site.	Add "The exception to this is householder applications where there is no existing or proposed level change across the site or in relation to adjoining properties."
Dilworth Design	Roof plan	The requirement to provide a roof plan should be limited to those where an application results in a different pitch being introduced next to an existing pitch or where a flat roof element to a two-storey extension is being proposed, and indeed in this situation along with complex roof designs it's helpful from the designer's perspective to ensure that the planning drawing is buildable. In most situations for a simple roof construction, it is neither informative or helpful and would be an additional cost to the client that wouldn't even arise at building regulations stage. To make both of these items compulsory on all applications creates a greater cost to the client at an earlier stage in the design process.	This is only required if the proposal will alter the roof and is therefore considered to be a proportionate and necessary request.	None.
Dilworth Design	Arboricultural Impact Assessment (AIA)	We understand that to be a requirement for TPO trees but to have this across the board will have a major impact on costs to a client on neighbouring trees. For example if a neighbour has an apple or cherry tree with overhanging stems or within 12 times their stem width your suggestion is that an AIA would be required? This could introduce high costs to the applicant. All other items seem to be within the normal mix.	Agreed that it should apply to applications which effect a TPO tree. A tree with a stem diameter of 75mm or more is also considered to be a significant tree. It is therefore necessary to consider the impact of development upon such significant trees.	Amend wording to make clear that this requirement also relates to protected trees.
Hayward Architects	General	Generally, the submission of a planning application is becoming prohibitively expensive for smaller developers. It is preventing small (often brownfield) sites from being developed and making life extremely difficult for SME developers and new businesses. Many of these reports are intended to push the work onto the developer and away from the workload of the local authority. This is not acceptable. The applicants pay a planning fee and are entitled to expect a planning service in return. Please, strive to reduce the report and survey requirements not keep adding to them.	The information being requested is necessary in order to understand the impact of the proposed development in relation to national policies and the Development Plan. The information being requested is proportionate to the size and scale of development. The information is being requested from the outset to ensure applications can be processed as quickly and efficiently as possible thereby ultimately benefiting applicants. This is preferable to delaying the determination of applications because of incomplete or missing information which can frustrate applicants. It also ensures the requirements are known from the outset thereby aiding transparency.	None.
Hayward Architects	General	Generally, this is not easy to use. It will be looked at by someone trying to figure out what reports they will need for what type of application and so needs to be presented in that way. Example: Outline application: reports needed. Listed building application: reports needed. It may be better to split it into sections per application type.	A matrix has now been prepared to assist users in identifying the information requirements by application type.	Matrix added.
Hayward Architects	Page 6, Design and Access Statement section b)	The applicant should not be required to explain the steps taken to appraise the context, Planners do not sit in judgement of the skills of designers they are simply asked whether the final proposal is in compliance with adopted policy. Explaining how the proposal responds to the context would satisfy this in a more succinct manner.	This requirement is set out within Planning Practice Guidance at Paragraph: 031 and Reference ID: 14-031-20140306.	None.
Hayward Architects	Page 9, Site location plan	Request for an up to date 12 month license for the OS map id overreach of powers. You are not the map police!	Agreed. Requirement is for an up-to-date map.	Remove requirement for "An up-to-date Ordnance Survey map licence number and a date which must be within 12 months."
Hayward Architects	Page 9: Block Plan	1:200 is too large a scale for major developments. 1:500 is sufficient for a block plan or site plan. Why not ask for the plan to be of a "legible" scale. This is far more sensible. Applicants do not need to be dictated to in such detail	It is important that the block plan is shown at an appropriate scale. However, this section will be worded to clarify that an alternative appropriate scale can be used providing the required information is shown on the plan.	Amend wording to clarify that an alternative appropriate scale can be used providing the required information is shown on the plan.
Hayward Architects	Page 9: Block Plan	Trees should not be included on this plan as they are assessed by a completely separate specialist and shown accurately on their plans. They are legally responsible for the accuracy of these plans. Repeating information is never a good idea as it simply leads to inaccuracies when one drawing is updated but another isn't.	It is necessary to establish the relationship of a proposed development with trees. However, it would be unreasonable to require this if trees on the site were not influenced by or affected by the proposed development. This will therefore be added to the wording.	Amend to state that trees should be shown on this plan unless they would not influence or be affected by the proposed development.
Hayward Architects	Page 11 Affordable housing plan	The tenure split is normally not known at panning app stage. This is decided by the RP later	This is necessary at the application stage to determine if the proposal complies with the Development Plan and Affordable Housing SPD.	None.
Hayward Architects	Page 12, Elevation Drawings Contextual	An elevation is not a "plan". It is a drawing	Agreed. To amend accordingly.	Amend "plan" to "drawing".
Hayward Architects	Page 17	Suggests that an AIA is required for all development with trees. I suspect this in as error? An Arboricultural SURVEY is required for all development and an AIA only for major developments	Agreed. To amend and clarify accordingly.	Amend from "Arboricultural Impact Assessment (AIA)" to "Tree Survey and Arboricultural Impact Assessment (AIA)".

Hayward Architects	Page 21: Building for a healthy life assessment	This assessment is intended to help planning officers to understand the proposal better. It is not for the designer who already understands and routinely considers all of these factors. This assessment is only of benefit if it is filled in and learnt from by the planner themselves.	A Building for a Healthy Life (BHL) Assessment is a Design Code to help people improve the design of new and growing neighbourhoods. It is an essential tool for assessing whether a proposal achieves the governments aim of achieving well designed and beautiful places. The BHL guide itself notes this should be used by developers "as a design tool for new developments from the inception of a scheme, rather than after (or towards the end of) the design process."	None.
Hayward Architects	Page 25: crime and disorder statement	I would argue that this is the responsibility of the local authority. How can an applicant possibly know the crime levels and how they might be impacted by a development?	This information can be obtained online at www.warwickshire.police.uk and through discussions with the Warwickshire Police Crime Prevention Design Advisor.	None.
Hayward Architects	Page 27 Sequential test	This is an utterly pointless piece of bureaucracy. Development can only happen on land owned by the applicant! Their likelihood of them owning a more suitable site in flood terms is frankly nil.	The alternative sites do not need to be in the same ownership as the applicant. It is a sequential test for the use of land and to establish whether there are alternative sites with a lower flood risk that could accommodate the development proposed.	None.
Hayward Architects	Page 35: Housing Statement	This seems like an unnecessary extra piece of bureaucracy. The size and type of dwellings is shown in the accommodation schedule which usually appears on the site plan. Whether this fulfils the local need is the job of the local authority to decide. This way the needs can be fluid and changing in real time. Larger developers are usually happy to be fairly flexible on house types if requested.	This is required to ensure the proposed housing tenure and mix would comply with Development Plan policies.	None.
Hayward Architects	Page 37: LVIA	This ought to be more specific about when one would be required. The smaller developers need to know how much the application process is going to cost them prior to even starting.	There is a clear requirement in relation to Environmental Impact Assessment (EIA) development. The requirement has been worded flexibly for other types of development because it must have regard to site circumstances.	None.
Hayward Architects	Page 41: Lighting impact assessment	This is overkill for most applications. It should only be required where there is likely to be an impact, such as in rural settings with proposed external lighting beyond normal residential lux levels for example.	The lighting impact assessment is required to provide a quantified understanding of baseline lighting conditions within the area and the impact of proposed lighting on things like light spill into neighbouring properties and ecology receptors, upward light (which can create sky glow), and visual source intensity (glare).	None.
Hayward Architects	Page 43 Noise Impact assessment	This section is clear and useful. We would have a chance of guessing whether one of these will be requested due to the list.	Noted.	None.
Hayward Architects	Page 51: Planning Statement	This is the job of the planning department. What do you do if not this???	The purpose of this Statement is to provide the Council with a comprehensive overview and justification of the proposed development and how it accords national policies and the Development Plan. It enables the Council to quickly and efficiently identify common ground and understand the reason for any departure from policy. In doing so it helps to speed up decision making and ensure we have all the required information from the outset.	None.
Hayward Architects	Page 52: pre app consultation statement	this is very unclear about what circumstances this might be requested. Suggesting contacting the planning dept to ask is VERY unacceptable from all sides	Agreed. Change to all major development proposals given that it is these that are likely to lead to significant public interest.	Amend from "When set out by the Localism Act (applicants are encouraged to contact us in advance to the agree the need for the exercise)." to "all major development proposals."
Hayward Architects	Page 58: Sustainable checklist	Again, this is your job. It is only useful to help the planner to understand the proposal. The applicant/ designer already knows all of this and has considered these things as a matter of course. This is INTERNAL admin for you to fill out. This is a terrible idea.	This is required to ensure that the proposed development would comply with the Sustainable Design and Construction SPD. It enables the Council to quickly and efficiently identify common ground and understand the reason for any departure from policy. In doing so it helps to speed up decision making and ensure we have all the required information from the outset.	None.
Hayward Architects	Page 62: sustainability statement	This should be a section of the DAS, not a separate statement incurring extra fees for the applicant. The approach to sustainability is integral to any design process and is only understood by the designer (architect)	The purpose of this Statement is to provide the Council with a comprehensive overview and justification of the proposed development and how it accords national policies and the Development Plan. The Statement requires the submission of technical details which would not be appropriate for inclusion within a Design and Access Statement.	None.

Hayward Architects	Page 68: Waste audit statement	Should be a section in the construction statement, not a separate report.	The Statement requires the submission of technical details and information which would not be appropriate for inclusion within other reports.	None.
Hayward Architects	General	This exercise seems to be all about making things easier for the planning staff with no consideration for the service users. That seems a shame. You are a service provider.	In order to assess a planning application, the Development Control Team at Nuneaton and Bedworth Borough Council need to be in receipt of appropriate supporting information. Where this is not provided there are often significant delays in determining applications. This can cause frustration and unforeseen expense for applicants. This local validation checklist has been created to make it clear to everyone what needs to be submitted with different types of applications. The local validation list will enable the Council to make quicker and better decisions. In turn this will help to provide a positive service for applicants.	None.
Green Nuneaton	n/a	Flood Risk Assessment Firstly we have significant problems with surface water flood risk in parts of the Borough due to heavy clay soils and being high in river catchments. Most of the properties flooded in recent years have in fact been in flood zone 1 as flooding was not due to rivers rising but to surface flows. On Flood risk assessment we need to add third bullet point to when an assessment is needed to <ul style="list-style-type: none"> development on sites where any area of the site at Medium or High risk extent of surface water flooding is to be developed on or raised in level. https://check-long-term-flood-risk.service.gov.uk/map On what information is require add "the exact location and details of points where existing water course or ditches leave the site and any culverts that they connect to. For each flood risk assessment in zones 1, 2 or 3 the Flood Risk Assessments should additionally set out: <ul style="list-style-type: none"> measures to ensure there is no detriment to other land or properties from the development on or raising of ground levels on areas which would have previously been at medium or high risk of surface water flooding. 	The types of development which need a Flood Risk Assessment are prescribed in the National Planning Policy Framework and Planning Practice Guidance. The suggested third bullet point would not be in accordance with this. It is instead dealt with in a separate requirement within the Validation List for Surface Water Drainage Assessment. It is considered that this section should additionally include "development with surface water drainage in an area at risk of flooding such as flood zones 2 or 3, or at risk of surface water flooding" in accordance with Planning Practice Guidance. The Surface Water Drainage Assessment section within the Validation List requires consideration of the existing surface water drainage arrangements for the site, including existing rates and volumes of run-off. It is agreed that this may include the exact location and details of points where existing water course or ditches leave the site and any culverts that they connect to. The flood risk requirements have been set out in accordance with that sought by the Environment Agency. For flood zones 2 and 3 it is agreed that this can be strengthened with additional wording around not increasing risk to third parties.	Add "development with surface water drainage in an area at risk of flooding such as flood zones 2 or 3, or at risk of surface water flooding" to the types of development needing a Surface Water Drainage Assessment. Add "This may include the exact location and details of points where existing water course or ditches leave the site and any culverts that they connect to." to the information required section of the Surface Water Drainage Assessment section. Add additional wording around not increasing risk to third parties for flood zones 2 and 3.
Green Nuneaton	n/a	Foul Drainage Assessment Need to add something so that the mains foul sewer capacity is assessed for major developments. At the moment it is possible for developers to connect into sewer locations where there is not sufficient capacity to take the combined flow of existing and additional development without spilling additionally from the foul network. We are not getting foul network mitigation measures in a timely fashion and these are not getting funded. We need a foul network assessment requirement for areas that need upgrading. Where the foul network assessment is needed it should show any essential network upgrades required or other mitigation methods used such as on-site storage strategies .	There is currently no policy basis to require a foul network assessment.	None.
Natural England	n/a	Natural England does not have any specific comments on the Nuneaton and Bedworth Borough Council's Validation Checklist.	Noted.	None.
Warwickshire Police	Crime and Disorder Statement, page 26	The Crime and Disorder Statement page 26 is exactly what the police needed.	Noted.	None.
n/a	n/a	Email received but not related to the validation checklist but other query	Noted.	None.
n/a	n/a	First emailed received was not related to the validation checklist but other issues	Noted.	None.
n/a	n/a	Add ensuring parking spaces and garages are designed for todays cars rather than for a 1959 Mini	The local validation checklist does not make new policies. It is consequently not possible to set standards for the size of parking spaces and garages.	None.

Tamworth Borough Council	n/a	<p>Have reviewed the validation checklist you have produced and have high praise for its format and content. Looks pretty impressive and commend you on how you have addressed the requirements for biodiversity net gain.</p> <p>I would ask maybe you look at providing a matrix, similar to what we have (https://www.tamworth.gov.uk/sites/default/files/planning_docs/Validation-Checklist.pdf) that provides 'at a glance' the requirements for each application type for ease.</p> <p>Also, look to see that this is placed on a relevant page on your website with https://www.nuneatonandbedworth.gov.uk/planning-permission/planning-applications being the most appropriate choice in my opinion.</p> <p>Great job anyway, and all the best for getting it adopted as part of your guidance.</p>	A matrix has now been prepared to assist users in identifying the information requirements by application type.	Matrix added.
Historic England	General Comments	<p>The type and amount of information required to assist you in the assessment of proposals which affect heritage assets (in accordance with the NPPF, particularly paragraphs 200-204 and 205-214) will vary in each case. The information provided should be proportionate according to circumstances and should facilitate understanding of the significance of the heritage asset, and of the potential impact of the proposal on the significance.</p> <p>With regard to the Validation Checklist we welcome the requirement for Heritage Statements and Archaeological Assessments within the local section of the Checklist (Part 2)</p>	Noted.	None.
Historic England	Heritage Statement (Statement of Significance)	<p>Heritage Statements – as well as the statement being required to describe the significance of any heritage assets affected, including any contribution made by their setting, we would suggest that these statements also include any justification and mitigation in relation to any harm to the significance of a designated heritage asset. Additionally, in relation to 'applications affecting the setting of heritage assets' HE suggest that landscape plans are added as a suggested supporting document, as landscaping can often assist in ensuring that the setting of heritage assets is sustained and/or enhanced.</p>	Agreed.	Add justification and mitigation in relation to any harm to the significance of a designated heritage asset. Add landscape plans to list for applications affecting the setting of heritage assets.
Historic England	Archaeological Assessment	<p>Archaeological Assessment – with regard to 'When is assessment required?', HE request that reference to "The English Heritage Register of Historic Battlefields" be amended to 'Historic England's Register of Historic Battlefields' and that the 'Register of Parks and Gardens of Special Historic Interest in England' also be attributed to Historic England.</p> <p>With regard to 'What information is required?' clarification should be given that developments within, or physically affecting, Scheduled Monuments will require Scheduled Monument Consent (SMC) from the Secretary of State for Culture, Media and Sport, whereas development adjacent to a Scheduled Monument, or affecting the setting of a Scheduled Monument, may require SMC. HE also suggest that highlighting Historic England's guide for owners and occupiers of Scheduled Monuments, which can be found at: https://historicengland.org.uk/images-books/publications/scheduled-monuments-guide-for-owners-and-occupiers/</p> <p>HE would also suggest that the Archaeological Assessment should include satisfactory provision for the evaluation, excavation, recording and interpretation of any remains, at an early stage of developing the scheme; usually before commencement of the development.</p> <p>If, when appropriate, these documents are provided as part of an application, this will facilitate the understanding of the significance of the heritage asset and assist in understanding the potential impact of the proposal on the significance, enabling Historic England to respond with more informed advice where we are a statutory consultee. HE would also expect as a minimum the relevant local Historic Environment Record to have been consulted.</p> <p>HE would refer you to our Charter for Historic England Advisory Services (particularly to sections 11 and 12) as a clear statement of the information needed in order for Historic England to provide informed advice. The Charter can be downloaded from HE's website via the following link: https://historicengland.org.uk/services-skills/our-planning-services/charter/</p>	Agreed.	<p>Amend to "Historic England Register of Parks and Gardens of Special Historic Interest in England or Historic England's Register of Historic Battlefields".</p> <p>Amend section on Scheduled Monument Consent to reflect correct procedure.</p>
Coal Authority	Coal Mining Risk Assessment	<p>As a statutory consultee, the Coal Authority (CA) has a duty to respond to planning applications and development plans in order to protect the public and the environment in mining areas. Records indicate that within NBBC area there are recorded coal mining features present at surface and shallow depth including; mine entries, coal workings and reported surface hazards. These features may pose a potential risk to surface stability and public safety. CA are pleased to see that at page 22 the requirement for a Coal Mining Risk Assessment is included. The CA support this inclusion and the links to the Coal Authority Interactive Map Viewer and Coal Authority .gov website, where further information and advice is available.</p>	Noted.	None.

Savills on behalf of Arbury Estate	General Comments	Savills have two minor comments that are applicable throughout the document: 1. Reference to National Planning Practice Policy should be amended to National Planning Policy Framework. 2. Reference to National Planning Practice Guidance should be amended to Planning Practice Guidance.	Agreed.	References changed to National Planning Policy Framework and Planning Practice Guidance.
Savills on behalf of Arbury Estate	National Validation Requirements	National validation requirements should not be included in the checklist. If these requirements are included this will require the checklist to be amended to reflect national requirements as they change, and may quickly make the checklist out of date / in conflict with national requirements.	National validation requirements are included to provide a comprehensive single point of reference for all applicants. Updates will be made to the validation checklist as and when required.	None.
Savills on behalf of Arbury Estate	Affordable Housing Plan	This requirement is for all applications, however these details will not be available at outline stage. The requirement should be amended to relate to full or reserved matters applications only.	Agreed.	Added that "The exception to this is outline planning applications where appearance, layout and scale are reserved."
Savills on behalf of Arbury Estate	Definition of applications	No distinction is made between outline, full or reserved matters applications. This should be defined. We question what the justification is for the definitions used for major and large scale major applications? There are no specific validation requirements for large scale major applications, so we question why this definition is required.	Breaking the definition of applications down to outline, full or reserved matters applications is not necessary. The issue of when something is required is triggered by the size and nature of the development. Exemptions for outline applications are specified where appropriate. It is agreed that there is no requirement for a definition for large scale major applications.	Remove large scale major definition and incorporate into major application definition.
Savills on behalf of Arbury Estate	Crime and Disorder Statement	The requirement should reflect the difference between outline, full and reserved matters applications. This is to ensure that a suitable level of information is submitted. The assessment of the development proposal in terms of its likely impact on crime and disorder cannot be undertaken fully at the outline stage.	Outline applications seek permission for the types and amounts of uses on an application site. It is critical that an assessment of crime and disorder is made at this time.	None.
Savills on behalf of Arbury Estate	Environmental Impact Assessment	We question why reference is made to the adopted Policy HS5 (which refers to Health Impact Assessments only)?	Agreed that policy HS5 is not the most relevant policy.	Amend to policies DS1 and DS3.
Savills on behalf of Arbury Estate	Fire Assessment	The document requirement should be renamed as "Fire Statement" to reflect national requirements. Reference should be made to Planning Practice Guidance (Fire safety and high-rise residential buildings), and the Development Management Procedure Order 2015 Part 3 Article 9A in relation to legal basis for submission of this documents.	Agreed.	Amend from "Assessment" to "Statement". Added references to Planning Practice Guidance and the Order.
Savills on behalf of Arbury Estate	Health Impact Assessment	The requirement should be amended to align with the policy wording of adopted Policy HS5 – Health Impact Assessment. Policy HS5 includes an option for submission of a Health Impact Assessment Screening Report. This is required where it can be demonstrated that an assessment is not required. The validation checklist should be updated to reflect this. Reference should also be made to the Health Impact Assessment SPD (2021).	Agreed that this should follow the wording of policy HS5.	Section updated to reflect requirements set out in policy HS5 and the Health Impact Assessment SPD 2021.
Savills on behalf of Arbury Estate	Housing Statement	The requirement does not reflect the difference between outline, full and reserved matters applications. At the outline stage, a specific housing tenure and mix will not be known, so therefore a housing statement cannot be provided to meet the requirements in the checklist.	The statement only requires information on the proposed housing tenure and mix together with a justification for the amount and type provided. At an outline stage a commitment should be made to provide this in accordance with the Development Plan or set out the reasons why this is not possible. This is required to ensure the proposed housing tenure and mix would comply with Development Plan policies.	None
Savills on behalf of Arbury Estate	Landscape Proposals	The requirement does not reflect the difference between outline, full and reserved matters applications. At outline stage, the detailed landscape details required in the checklist will not be known, so therefore cannot be required.	Agreed.	Added that "The exception to this is outline planning applications where appearance, landscaping, layout and scale are reserved."
Savills on behalf of Arbury Estate	Lighting Impact Assessment	The requirement does not reflect the difference between outline, full and reserved matters applications. Savills question why is HSG2 (Arbury) listed as a relevant policy in this section? We assume this is an error.	Agreed regarding outline applications. HSG2 has been included because the policy states that "Any lighting should not exceed the height of the development and should be designed with regards to minimising light pollution."	Added that "The exception to this is outline planning applications where appearance, landscaping, layout and scale are reserved."
Savills on behalf of Arbury Estate	Loss of land in or allocated for Economic Development	Policy E2 only requires evidence of active marketing – which the supporting text (paragraph 9.13) describes as "When considering evidence of active marketing of employment sites proposed for non-employment sites, we would recommend a requirement for active marketing for two years." The information required in the checklist goes beyond this in stating that: "Evidence of comprehensive and appropriate marketing will be required, which includes marketing at a reasonable price or rent, with appropriate conditions attached, over a continuous 24-month period prior to submission of the application." The validation checklist should be updated to reflect supporting text of the adopted Borough Plan.	It is agreed that the wording should be consistent with the Borough Plan. However, to assist applicant's it is helpful to provide recommendations on the detail which is required.	Wording clarified. Made clear that some of the detail is only a recommendation rather than being mandatory.
Savills on behalf of Arbury Estate	Planning Obligations/Draft Heads of Terms for Section 106 Agreements	Reference should be made to the fact that planning obligations must only be sought where they comply with all of the tests set out in Regulation 122(2) of the Community Infrastructure Levy Regulation 2010 and to paragraph 57 of the NPPF.	The requirement section sets out what type of applications would trigger a requirement to provide heads of terms for a S106 Agreement rather than legislation and policy.	None.

Savills on behalf of Arbury Estate	Sustainable Design and Construction	The requirement does not reflect the difference between outline, full and reserved matters applications. The table is taken from the Sustainable Design and Construction SPD (2020). It does not state what level of detail is required when completing the checklist. Reference should be made to the amount of information available to submit is less at outline stage than reserved matters or full application stage.	As noted, the checklist table does not specify what level of detail is required. It is consequently for the applicant to consider the level of detail which they consider is appropriate based on the type of development and type of application.	None.
Savills on behalf of Arbury Estate	Sustainability Statement	This is not a requirement in the adopted Borough Plan or SPDs for a sustainability statement, so there is a lack of justification for its inclusion. There is also no justification for requiring this statement as well as a response to the Sustainable Design and Construction checklist.	This is required to show how a proposed development complies with a variety of policy requirements in one easy to reference document. The required information provides flexibility on what is included and notes that the Statement can include certain information (rather than shall include). This could be made clearer in respect of CO2 emissions.	Amendment to make clear that the Statement can rather than should include a strategy to reduce CO2 emissions.
Savills on behalf of Arbury Estate	Viability Appraisal	The requirement does not reflect that a full viability assessment cannot be completed at the point of submission of an application. This is because viability is dependent on statutory consultee responses throughout the determination process which then produce draft Heads of Terms of a Section 106.	This requirement relates to applications which do not meet the policy requirements set out in the Nuneaton and Bedworth borough for the delivery of affordable housing and infrastructure upon submission.	None.
Savills on behalf of Arbury Estate	Waste Audit Statement	This requirement does not reflect that a full waste audit statement can only be completed for full or reserved matters applications. It should be updated to reference this.	The wording sets out that the statement shall include certain information where relevant to the proposed development. It is considered that this is sufficiently flexible.	None.
Environment Agency	General Comments	The EA have reviewed the Validation Checklist (2024) and have the following comments to make in respect of matters within their remit and in the interests of ensuring sufficient information is submitted upfront to allow assessment of impacts and appropriate mitigation. For completeness, the EA have no comments to make in respect of Part One and Part Two of the Report. Comments relate to the 'Reports and Supporting Documentation' section of the checklist.	Noted.	None.
Environment Agency	Contaminated Land Assessment	The EA welcome the inclusion of 'Contaminated Land Assessment' within the checklist. They note a Phase 1 Assessment is required for all applications which could result in a sensitive end use on a contaminated land site. However, the EA recommend this is expanded to ensure a Phase 1 Assessment is also required where there could be harm to a drinking water supply, ground water and/or surface water. The EA recommend developers incorporate pollution prevention measures to protect ground and surface water. We would refer developers to the latest Pollution Prevention Guidance targeted at specific activities, available at: https://www.gov.uk/guidance/pollution-prevention-for-businesses Furthermore, the location of features such as Source Protection Zones can be found at https://www.gov.uk/guidance/groundwater-source-protection-zones-spzs These zones indicate that an area is very sensitive to pollution risks due to the proximity of drinking water sources. The EA's approach to Groundwater protection can be seen at https://www.gov.uk/government/publications/groundwater-protection-position-statements This guidance replaces Groundwater protection: Principles and practice (GP3). For below ground petrol tanks or storage of contaminants, a Groundwater Risk Assessment report, including water features survey, may be required to address Position statements D2 and D3. As well as the Council's Environmental Protection Team being highlighted as a further source of information, you may wish to also include reference to ourselves and our West Midlands Area 'Guidance Note for Developers/Consultants – Sites Affected by Land Contamination document' (see attached).	Agreed.	Added additional requirement for Phase 1 Assessment to also be required where there could be harm to a drinking water supply, ground water and/or surface water. Added additional sources of information.
Environment Agency	Environmental Impact Assessment (EIA)	The EA note the Environmental Impact Assessment (EIA) section, which appears to accord with the relevant legislation.	Noted.	None.
Environment Agency	Flood Risk Assessment	The EA welcome the inclusion of the need to submit a Flood Risk Assessment (FRA) for certain applications. They recommend the Flood Zone 2 section should be amended to include the following wording: 'Determine the extent of the design flood extent. Should the design flood extent reach the development, mitigation measures must be put in place to make the development safe for its lifetime without increasing risk to third parties.' Attached are copies of the West Midlands Area FRA guidance notes (one refers specifically to minor development) and Area Climate Change guide – the EA recommend reference to these is included in the further information sources section. You might also wish to include reference to 'Flood level data to assist a Flood Risk Assessment and/or Flood Management Plan (where available) may be obtained from the Environment Agency's Area Customers & Engagement team on telephone 03708 506506; Enquiries_WestMids@environment-agency.gov.uk'	The Flood Zone 2 section already contains a requirement to provide details of design measures proposed to mitigate risk of flooding and their impact. It is agreed that this can be strengthened with additional wording around lifetime and risk to third parties. The additional sources of information are also helpful.	Added additional wording around lifetime of development and risk to third parties together with the additional sources of information.
Environment Agency	Foul Drainage Assessment	The EA welcome reference to their foul drainage form, please find attached an up-to-date copy of the Area form which is more locally specific than the national form currently referenced.	Agreed that both options can be included.	Added WM Area Form.
Environment Agency	Planning Obligations / Draft Heads of Terms for Section 106 Agreements	Please note where a proposal would seek to rely upon our Flood Warning system or protection from an existing Flood Defence, the EA may seek a financial contribution towards its provision, maintenance or enhancement. They would usually secure this via a S106 agreement.	Noted.	None.

Environment Agency	Sustainability Statement	The EA encourage water efficiency in all development. Minimum residential requirements (125 litres per person per day) will be secured through Building Regulations, with some Councils able to secure a higher standard (of 110 l/pppd). Code for Sustainable Homes will only apply to legacy cases. For info see: https://www.gov.uk/government/publications/2010-to-2015-government-policy-energy-efficiency-in-buildings/2010-to-2015-government-policy-energy-efficiency-in-buildings For commercial use, please refer to www.breeam.org and consider rainwater harvesting and grey water recycling.	This is not currently a requirement in the Borough Plan and so cannot be insisted upon in the validation list. Water use is listed as a topic which could be included.	None.
Environment Agency	Wildlife/Geology Trigger List, Associated Wildlife Reports and Biodiversity Net Gain (BNG)	It is a requirement of the Water Framework Directive (WFD) to cause no overall deterioration in water quality or the ecological status of any waterbody. Information on WFD and the current status of water bodies can be found in our River Basin Management Plans at: https://www.gov.uk/search?q=River+Basin+Management+Plans Use of SUDS in development, removal of structures in watercourses and habitat enhancement are examples of how to help deliver the WFD aim of 'good' status/potential by 2027. A WFD compliance assessment may be required for some projects – particularly those where proposals have a direct impact on a watercourse. Existing gov.uk web guidance covers Estuarine and Coastal Waters and can assist in consideration of other watercourses/bodies. (https://www.gov.uk/guidance/water-framework-directive-assessment-estuarine-and-coastal-waters) To assist please also find attached and Area WFD compliance guide for your consideration – titled 'Protecting and Improving the Water Environment: WFD Compliance of Physical works in Rivers'. The EA note the inclusion of a Biodiversity Net Gain (BNG) section.	Agreed that this should be included.	Added Water Framework Directive information.
Environment Agency	Other Environmental Permitting	Some of the sections such as Air Quality Impact Assessment, Noise and Ventilation/Extraction Details detail the need for specific assessments. The EA's engagement with these documents at the planning application stage can be limited, however, where sites need to obtain an Environmental Permit (under the EPR legislation) to operate, we encourage the applicant 'twin tracks' the planning and permitting applications and gains permitting pre-application advice where necessary. These documents will likely be reviewed more rigorously via the EA's permitting process if such is required.	Noted.	None.
Environment Agency	Cemetery/Burial Sites	A tier 1 hydrogeological risk assessment should be undertaken and submitted, including a water features survey. Where the tier 1 risk assessment shows that there is a need for more detailed assessment (i.e. the best practice controls cannot be met) a tier 2 risk assessment may be required. Information requirements for tier 1 and tier 2 assessments are set out within the EA's guidance 'Cemeteries and burials: prevent groundwater pollution'. https://www.gov.uk/guidance/cemeteries-and-burials-prevent-groundwater-pollution	Noted. This relates to a particular type of development rather than being a common type of report and supporting documentation required by a broad range of developments.	None
Environment Agency	Landfill/Landfill Gas	Proposals near to a landfill site can be affected by gas or contamination issues. Appropriate technical assessments would be required to ensure that the impact of such is fully considered and mitigated where necessary.	Noted.	None.
Environment Agency	Consultation Filter	The EA also take this opportunity to remind the Council when sending consultations to the EA, they would appreciate a clearly identified reason for sending it to us, in line with the EA's Area Consultation filter (see attached). This could be in the form of a filled-out consultation filter. If a reason is not identified it may cause delays or no response from the EA.	Noted.	None.
WCC Ecology	Wildlife/Geology Trigger List, Associated Wildlife Reports and Biodiversity Net Gain (BNG)	Title: Rename "Wildlife/Geology" in the title Wildlife/Geology Trigger List, Associated Wildlife Reports to Ecology and Geology or Biodiversity and Geodiversity.	Agreed.	Amended to Ecology and Geology.
WCC Ecology	Wildlife/Geology Trigger List, Associated Wildlife Reports and Biodiversity Net Gain (BNG)	When is it Required: Remove the "Major" and replace with All applications which meet the criteria set out below and to meet mandatory BNC requirements meet as well other regulatory, legal and statutory biodiversity duties as a competent authority.	Agreed.	Amended to "all".
WCC Ecology	Wildlife/Geology Trigger List, Associated Wildlife Reports and Biodiversity Net Gain (BNG)	What information if Required: Add additional words to the initial paragraph to include geodiversity reporting requirements as well as other important species as laid out in the opening of the paragraph. For example you may wish to say "If your application is likely to affect protected or nationally, regionally or locally important species and/or protected or nationally, regionally or locally important habitats or geological features, you will need to submit a preliminary ecological and/or geological appraisal (as appropriate) and/or a preliminary roost assessment, as well as any detailed targeted species and habitat surveys recommended within these initial appraisals".	Agreed.	Added additional words.
WCC Ecology	Wildlife/Geology Trigger List, Associated Wildlife Reports and Biodiversity Net Gain (BNG)	Within the paragraph and associated bullets you may wish to consider the following changes. Unless you have an exemption letter from WCC Ecological Services, a Preliminary Roost Assessment (PRA) carried out by a qualified bat worker will be required for proposals which include the following works: Demolition - Full or partial removal of a building within the red line boundary of a planning application; Any works which includes the significant destruction, modification of, or intrusion into a roof; and Garden or woodland habitat with any mature trees that may be directly or indirectly impacted by proposed development. The reasoning for the inclusion of 'significant' and replacement and explanation of 'non-inhabited loft void ...'(and thereafter) with 'into a roof' is that crevice-dwelling bats, such as pipistrelles, can roost in inhabited and uninhabited lofts, especially, as an example, dormer windows. It is recommended that the word 'substantial' is removed in relation to mature trees as it introduces ambiguity.	Agreed.	Amended to reflect suggested wording.

WCC Ecology	Wildlife/Geology Trigger List, Associated Wildlife Reports and Biodiversity Net Gain (BNG)	Within the bullet of "Accompanying photographs where possible" you may wish to change the words 'where possible' with 'where safe to do so'. This would define the term 'where possible' in a more helpful/enforceable manner.	Agreed.	Amended to reflect suggested wording.
WCC Ecology	Wildlife/Geology Trigger List, Associated Wildlife Reports and Biodiversity Net Gain (BNG)	You may wish to add the following weblink to the "Additionally, there is also local guidance as follows" Warwickshire Geological Conservation Group https://www.wgcg.co.uk/	Agreed.	Added Warwickshire Geological Conservation Group.
WCC Ecology	Wildlife/Geology Trigger List, Associated Wildlife Reports and Biodiversity Net Gain (BNG)	Biodiversity Net Gain: You may wish to consider adding a paragraph to say that application that are exempt from 10% BNG, require to demonstrate how a no net loss of biodiversity will be achieved as in accordance with the current Policy NE3. Should you wish to enact such as policy then it is possible that this position could be supported within the WCS Green Infrastructure Strategy.	This will be assessed as part of the determination of the planning application.	None.
WCC Ecology	Wildlife/Geology Trigger List, Associated Wildlife Reports and Biodiversity Net Gain (BNG)	Supplementary information required: Under the column entitled 'Relevant Section(s) of SPD/ relevant standards or guidance' the following document could be referenced within Biodiversity Ecological Surveys: ODPM Circular 06/2005, Guidelines for Preliminary Ecological Appraisal (CIEEM, 2017). You may also wish to add Section 40 of the NERC Act under the "To comply" with statements.	Agreed.	Added suggested wording.
WCC Ecology	Wildlife/Geology Trigger List, Associated Wildlife Reports and Biodiversity Net Gain (BNG)	Under the Biodiversity Habitat Management & Monitoring row and within the third column, first bullet you may wish to add the following text "description and evaluation of features to be managed for at least 30 years".	Agreed.	Added suggested wording.
WCC Ecology	Wildlife/Geology Trigger List, Associated Wildlife Reports and Biodiversity Net Gain (BNG)	You may also add under the Defra Statutory Metric row within column 3 to add an additional bullet to request "a statement of intention as to how a Biodiversity Net Gain will be achieved, be this onsite, offsite or a combination of both. Ideally this would be supported by the submission of a draft (if not fully) completed Defra Statutory Metric."	Agreed.	Added suggested wording.
WCC Ecology	Lighting Impact Assessment	You may wish to add a paragraph to read such as "Where applications require installation of additional external lighting that could directly or indirectly impact on ecologically sensitive habitat, a contoured lux plan will be required to demonstrate that the illumination of ecological habitats will not be unduly affected. Where the sensitive habitat is related to bat use, any lighting proposals are to be designed in accordance with the Bat and Artificial Lighting at Night Guidance Note 08/23 (Bat Conservation Trust & Institute of Lighting Professionals, 2023).	Agreed.	Added suggested wording.