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Chief Executive

Date: 02 May 2013



Hinckley & Bosworth
Borough Council

A Borough to be proud of

To: **Members of the Hinckley Area Committee**

Mr JG Bannister (Chairman)
Mrs L Hodgkins (Vice-Chairman)
Mr DC Bill MBE
Mr SL Bray
Mr DS Cope

Mr KWP Lynch
Mr MT Mullaney
Mr K Nichols
Miss DM Taylor
Ms BM Witherford

Copy to all other Members of the Council

(other recipients for information)

Dear Councillor,

There will be a meeting of the **HINCKLEY AREA COMMITTEE** in the Committee Room 2 on **MONDAY, 13 MAY 2013 at 6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Owen'.

Rebecca Owen
Democratic Services Officer

HINCKLEY AREA COMMITTEE - 13 MAY 2013

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS
2. MINUTES OF THE PREVIOUS MEETING (Pages 1 - 2)
To confirm the minutes of the meeting held on 28 January 2013.
3. ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES
To be advised of any additional items of business which the Chairman decides by reason of special circumstances shall be taken as matters of urgency at this meeting.
4. DECLARATIONS OF INTEREST
To receive verbally from Members any disclosures which they are required to make in accordance with the Council's Code of Conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. **This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the agenda.**
5. QUESTIONS
To hear any questions in accordance with Council Procedure Rule 10.
6. DRAFT OUTTURN 2012/2013 (Pages 3 - 8)
7. FUTURE BUDGETS (Pages 9 - 16)
8. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY

Agenda Item 2

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

HINCKLEY AREA COMMITTEE

28 JANUARY 2013 AT 5.00 PM

PRESENT: Mr JG Bannister - Chairman
Mrs L Hodgkins – Vice-Chairman
Mr DC Bill MBE, Mr SL Bray, Mr DS Cope, Mr KWP Lynch, Mr MT Mullaney,
Mr K Nichols and Ms BM Witherford

Officers in attendance: Katherine Bennett, Sanjiv Kohli and Caroline Roffey

341 MINUTES OF THE PREVIOUS MEETING

It was moved by Mr Bray, seconded by Mrs Hodgkins and

RESOLVED – the minutes of the meeting held on 28 May 2012 be confirmed and signed by the Chairman.

342 DECLARATIONS OF INTEREST

No interests were declared at this stage.

343 HINCKLEY (SPECIAL EXPENSES) AREA REVENUE BUDGET 2013/14

Members were presented with the proposed revenue budgets and council tax for 2013/14 for the Special Expenses area of Hinckley. A briefing note was circulated outlining the implications of the changes in financing for local precepting authorities.

On the motion of Mr Bray, seconded by Mr Lynch it was

RESOLVED – £25,000, of costs associated with the reduction of car parking charges, be met from the Special Expenses Balances in 2013/14.

Members asked that a meeting be arranged to consider ideas/projects for the Special Expenses area and to bring forward suggestions for park improvements. It was agreed that this be held in April.

(The Meeting closed at 5.27 pm)

CHAIRMAN

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HINCKLEY AREA COMMITTEE – 13TH MAY 2013

2012/2013 OUTTURN REPORT OF DEPUTY CHIEF EXECUTIVE – CORPORATE DIRECTION

1. PURPOSE OF REPORT

- 1.1 To present the 2012/2013 revenue and capital outturn for the Hinckley (Special Expenses) area.

2. RECOMMENDATION

- 2.1 That the draft outturn (i.e. subject to audit) for 2012/2013 for the Hinckley (Special Expenses) Area accounts be noted.
- 2.2 That the requested revenue carry forward outlined in section 3.3 be considered for approval

3. BACKGROUND TO THE REPORT

- 3.1 The revenue and capital draft outturn position for the Hinckley (Special Expenses) Area for 2012/2013 have now been determined and are attached to this report as Appendices 1 and 2. These figures will be included in the final outturn reports which are presented to Council on 24th September 2012.

Revenue Outturn

- 3.2 The draft revenue outturn for the Special Expenses Area is contained in Appendix 1 along with the approved original and revised estimates for 2012/2013. As at 31st March 2013, the Special Expense Area service budget shows a net overspend of £5,463. Explanations for the major items of variance are listed below:

3.2.1 Cemeteries – Burial Fees (£13,366 additional income)

This increase in income is due to additional demand for this service in year.

3.2.2 Urban Parks – Grounds Maintenance Additional Works (£7,048 over spend)

Additional grounds maintenance work was required in quarter 4, mainly due to the adverse winter weather in the Borough.

- 3.3 In addition to these movements, one carry forward request has been made for the Special Expense Area for £2,293. This relates to tree works in the cemeteries which were due in 2012/2013 but could not be completed due to the inclement weather. This carry forward is recommended for approval.

Balances and Reserves

- 3.4 When the revised budget was approved in February 2013, it was anticipated that £52,480 would be required from Special Expense Balances to fund the revenue budget. This was following an additional transfer from balances to capital reserves approved by Council in September 2012. Taking into account the outturn position outlined above, this transfer has increased to £60,236. On this basis, it forecast that the Special Expense Area will hold £163,764 in balances as at 31st March 2013. The Council's Medium Term Financial Strategy (MTFS) details that minimum balances should be held at 10% of Net Budget Requirement. On this basis, it is forecast that the Special Expense Area will hold £102,718 of "excess" balances. It is recommended these are transferred to reserves to fund future spend.

	£
Balance at 1 st April 2012	224,000
Transfer from Balances 2012/13	<u>-60,236</u>
Estimated balance at 31 st March 2012	<u>163,764</u>
Net budget requirement	<u>61,046</u>
Excess balances	<u><u>102,718</u></u>

- 3.5 Earmarked reserves have been set aside for the Special Expense Area to meet the cost of Green Space projects within Hinckley. Taking into account in year spend, it is forecast that this reserve will have a balance of £153,176 as at 31st March 2013:

	£
Balance at 1 st April 2012	47,881
Transfer to Reserves 2012/13	177,000
Proposed carry forward	2,293
Transfer from Reserves 2012/2013	<u>-73,998</u>
Estimated balance at 31 st March 2012	<u><u>153,176</u></u>

Capital Outturn

- 3.6 The draft capital outturn for the Special Expense Area is detailed in Appendix 2. As at 31st March 2013, the Capital budget for the Special Expense Area is £58,166 under budget. This is primarily due to slippage in work commencing on the Richmond Road play area because of ground conditions on the site. This budget runs over a number of years and therefore will be carried forward to 2013/2014.

4. FINANCIAL IMPLICATIONS [KB]

Considered in the body of the report

5. **LEGAL IMPLICATIONS [AB]**

None

6. **CORPORATE PLAN IMPLICATIONS**

Expenditure incurred to achieve an attractive 'green' borough that minimises its impact on the environment.

7. **CONSULTATION**

None

8. **RISK IMPLICATIONS**

It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
None	None	None

9. **KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS**

All expenditure and income relates to the urban area of Hinckley.

10. **CORPORATE IMPLICATIONS**

By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Human Resources implications

Background papers: Civica Authority Financials Reports
Contact Officer: Katherine Bennett ext 5609

Appendix 1

Revenue Outturn 2012/2013

	2012/13 ORIGINAL ESTIMATE	2012/13 LATEST ESTIMATE	2012/13 OUT-TURN	VARIANCE
	£	£	£	£
SPECIAL EXPENSES (HINCKLEY)				
Urban parks	367,400	363,400	374,755	11,355
Cemeteries	176,100	165,100	159,205	-5,895
Hinckley Town Centre Christmas Lights	2,000	2,000	2,000	0
Hinckley West Neighborhood Watch	4,000	4,000	4,000	0
New Homes Bonus	0	(48,560)	(48,557)	3
	549,500	485,940	491,403	5,463
Revenue Contribution to Capital Expenditure	118,560	177,000	177,000	0
Contribution to Reserves (Carry forwards)	0	0	2,293	2,293
Contribution to/(from) balances	(57,600)	(52,480)	(60,236)	-7,756
Net Expenditure	610,460	610,460	610,460	0

Capital Outturn 2012/2013

	2012/2013 Budget	2012/2013 Actual	Variance
	£	£	£
Richmond Park Play Area	220,000	162,643	57,357
Brodick Rd Woodland & Wildlife Area	7,020	5,545	1,475
Memorial Safety Programme	5,160	3,995	1,165
Parks : Major Works	45,660	47,491	-1,831
Total	277,840	219,674	58,166

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HINCKLEY AREA COMMITTEE – 13th MAY 2013

REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE DIRECTION)

RE: HINCKLEY (SPECIAL EXPENSES) BALANCES AND RESERVES – FUTURE USE



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1. **PURPOSE OF REPORT**

1.1 To consider options for future use of the balances and reserves held by the Special Expense Area

2. **RECOMMENDATION**

2.1 That the Committee notes the current levels of reserves and balances available

2.2 That the Committee considers for approval proposed schemes to be funded from reserves and balances as outlined in Appendix 1

3. **BACKGROUND TO THE REPORT**

3.1 The 2013/14 budget for the Special Expense Area was approved by the Committee at the meeting held on 28th January 2013. At this meeting, the Committees current and forecast levels of reserves and balances were noted and it was resolved that consideration would be given to future schemes/projects that could be funded from these amounts going forward.

3.2 The Committees levels of reserves and balances have been detailed in the 2012/2013 outturn paper presented to this meeting and have been summarised below for reference:

3.3 It is forecast that the Special Expense Area will hold £163,764 in balances as at 31st March 2012. The Council's Medium Term Financial Strategy (MTFS) details that minimum balances should be held at 10% of Net Budget Requirement. On this basis, it is forecast that the Special Expense Area will hold £102,718 of "excess" balances. It is recommended these are transferred to reserves to fund future spend.

	£
Balance at 1 st April 2012	224,000
Transfer from Balances 2012/13	-60,236
Estimated balance at 31 st March 2012	<u>163,764</u>
Net budget requirement	<u>61,046</u>
Excess balances	<u><u>102,718</u></u>

3.4 Earmarked reserves have been set aside for the Special Expense Area to meet the cost of Green Space projects within Hinckley. Taking into account in

year spend, it is forecast that this reserve will have a balance of £153,176 as at 31st March 2013 before any transfer from balances:

	£
Balance at 1 st April 2012	47,881
Transfer to Reserves 2012/13	177,000
Proposed carry forward	2,293
Transfer from Reserves 2012/2013	<u>-73,998</u>
Estimated balance at 31 st March 2012	<u>153,176</u>

3.5 The emerging Green Space Delivery Plan has identified key themes and priorities to be delivered between 2013-2018. These are improving green space quality, health and activity, green infrastructure and biodiversity and environmental impact. Projects identified in Hinckley include:-

- Improvements to amenity green spaces
- Improving the Battling Brook corridor for biodiversity
- Creating a green infrastructure link along the Harrow Brook corridor
- Creating a green infrastructure link from the battling Brook to the Canal
- Redeveloping the green space at Argents Mead as part of the Leisure centre relocation
- Investigating new play areas in the Westfield's and Derby road areas.
- Additional play equipment on parks.
- Tree and bulb planting and creating wildflower meadows on parks.
- Redevelopment of Clarendon Park.
- Investigate new pitch provision (NE and SW Hinckley).
- Seek access to non HBBC owned natural green spaces.
- Adoption of open spaces from developers.
- Improvements to the Hinckley/Barwell/Burbage/Earl Shilton green wedge.

3.6 A full assessment of available Section 106 will be undertaken this year, and projects phased to maximise use of S106 and external funding. The reserve will be utilised for projects where no s106 is available, or additional funding is required. Projects previously discussed with Hinckley members (October 2012) are detailed in Appendix 1 and should be considered by the Committee for funding by the available reserves.

3.7 In addition to the schemes identified, the 2013/2014 budget has been adjusted to reflect the cost and future maintenance of a mobile speed camera for use by West Hinckley Neighbourhood Watch. This supplementary budget of £5,000 has been approved in line with financial regulations.

4. FINANCIAL IMPLICATIONS [KB]

Contained in the body of the report

5. LEGAL IMPLICATIONS [AB]

None raised directly by this report

6. **CORPORATE PLAN IMPLICATIONS**

Expenditure incurred to achieve an attractive 'green' borough that minimises its impact on the environment.

7. **CONSULTATION**

None

8. **RISK IMPLICATIONS**

It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
None		

9. **KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS**

The proposed budget will have an impact on those within the Special Expenses Area.

10. **CORPORATE IMPLICATIONS**

By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Human Resources implications
- Planning Implications
- Voluntary Sector

Background papers: Civica Financials Reports

Contact Officer: Caroline Roffey, Public Spaces Manager
Katherine Bennett, Head of Finance

Executive Member: Cllr K Lynch

APPENDIX B: Green Space Projects identified in Hinckley.

No	site name	Improvements
1	Preston Road	Replace infant and junior play area
2	Wykin Park	Create wildflower meadow, new paths and additional allotments/community garden
3	Gowrie Close / Aulton Crescent (Cumbrae open space)	New landscaping, bins and seating
4	Clifton Way / Roston Drive	Create wildflower meadows, tree planting, extra bins and seating
5	Erskine Close	Landscaping
6	Harwood drive	Create allotments or community growing site and increase biodiversity value of the site. Or dispose of site
7	Queen's Park	Increased play facilities for all ages, create wildflower meadows, landscaping, outdoor gym and possibly create junior football pitch (all s106)
8	The Rock Gardens	Improved landscaping
9	Netherley Court	Improved landscaping and biodiversity management of watercourse
10	Play area N of town centre (New street car park)	Create play space on land currently used as a car park on New Street OR Holliers walk school
11	Barlestone Drive	Tree planting, wildflower meadow, landscaping, seating and bins.
12	Wykin Linear Park / Landseer Drive	Create wildflower meadow, additional bins and seating
13	Battling brook corridor incl Odstone Close, Lochmore close, Brenfield drive, Brodick close. not in HBBC ownership)	Create wildflower meadows, tree planting, extra bins and seating. Includes creating link between Odstone and the Canal (steps to Perimeter road)
14	Argents Mead	Redevelop site following relocation of Leisure centre including new equipped play area, landscaping etc

15	Equipped play in Westfields area	Investigate co-use of school fields for equipped play area
16	Sw Hinckley	Investigate land for grass pitch
17	Hinckley Town Centre - tree planting	Tree planting on HBBC town centre sites and free trees to town centre residents.
21	Weston Close	Tree planting, bin and seating
22	Leven Close	Tree planting, bin and seating
23	Clarendon Park	Develop park as a community park with new equipped play, outdoor gym, pathways and tree planting (s106)
24	Hollycroft Park	Create wildflower areas within golf course. Landscaping
25	Amenity green space in NE Hinckley including Barwell Lane, Woburn Close, Warwick Gdns, Ribblesdale Ave, Field Close, Wendover Drive, Saville Close, Newquay Close and swallows green.	Create wildflower areas, tree planting, landscaping, pathways etc
26	Ashby Road Cemetery	Create wildflower meadows, tree planting and works to improve memorial gardens
27	Trinity Vicarage Road	Bulb and tree planting
28	Granville Road Rec Ground & Play area	Bulb planting under trees and boundary improvements
29	Waterside Park green spaces (Beams Meadow, long meadow drive, bund, paddock way etc) (subject to adoption)	Improved landscaping, and biodiversity management. Investigate public access to pond.
30	Waterside park play area (subject to adoption)	Increased play facilities for all ages
31	Canal Way (subject to adoption)	Wildflower meadows and biodiversity management along canalside, seating and bins.
32	Langdale Road FRB/ allotments	NOT in HBBC ownership. Seek access to site for public
33	Langdale Park	Create wildflower meadow
34	Richmond Park	Additional equipped play and tree planting
35	NE Hinckley grass pitch	Investigate co-use of school fields for grass pitch OR create junior pitch on Queens Park

36	Burbage Common	Improve visitor facilities, and increase size of the site
37	Harrowbrook corridor	Biodiversity improvements and informal access. Investigate creating link to Ashby Canal.
38	Hinckley, Burbage, Barwell, Earl Shilton green wedge	Link HBBC owned land, and Burbage Common to begin to create a "country park"
39	countryside sites	Improved visitor information on site.
40	Little pit, paddock, Brodick rd FRB	Seek to increase access to NGS not in HBBC ownership

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