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Hinckley & Bosworth
Borough Council

Bill Cullen MBA (ISM), BA(Hons) MRTPI
Chief Executive

Date: 02 July 2019

To: Members of the Executive

Mr SL Bray (Chairman)
Mr DC Bill MBE (Vice-Chairman)
Mr MB Cartwright
Mr WJ Crooks

Mr KWP Lynch
Mr MT Mullaney
Mr K Nichols

Copy to all other Members of the Council

(other recipients for information)

Dear Councillor,

There will be a meeting of the **EXECUTIVE** in the De Montfort Suite, Hinckley Hub on **WEDNESDAY, 10 JULY 2019 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 Manager

EXECUTIVE - 10 JULY 2019

A G E N D A

1. APOLOGIES
2. MINUTES (Pages 1 - 2)
To confirm the minutes of the meeting held on 9 January 2019.
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 12.
6. ISSUES ARISING FROM OVERVIEW & SCRUTINY
(If any)
7. REQUEST FOR SUPPLEMENTARY BUDGET FOR HEALTH & SAFETY IMPROVEMENTS AT JUBILEE BUILDING (Pages 3 - 6)
8. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY
9. MATTER FROM WHICH THE PUBLIC MAY BE EXCLUDED
To consider the passing of a resolution under Section 100A(4) of the Local Government Act 1972 excluding the public from the undermentioned item of business on the ground that it involves the likely disclosure of exempt information as defined in paragraphs 3 and 10 of Schedule 12A of that Act.
10. LEICESTERSHIRE ICT PARTNERSHIP SHARED SERVICE (Pages 7 - 12)

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

EXECUTIVE

9 JANUARY 2019 AT 6.30 PM

PRESENT: Mr MA Hall - Chairman
Mr K Morrell – Vice-Chairman
Mrs MA Cook, Mr C Ladkin, Mr M Nickerson and Mrs MJ Surtees

Officers in attendance: Bill Cullen, Rosemary Leach, Rebecca Owen and Sharon Stacey

331 MINUTES

It was moved by Councillor Morrell, seconded by Councillor Surtees and

RESOLVED – the minutes of the meeting held on 21 November be confirmed and signed by the chairman.

332 DECLARATIONS OF INTEREST

No interests were declared at this stage.

333 PRIVATE SECTOR HOUSING ASSISTANCE POLICY

The Executive gave consideration to a report which recommended adoption of the Private Sector Housing Assistance policy. It was noted that the policy targeted households on a low income or those that were vulnerable for the purpose of improving living conditions. In response to questions from members, the following points were noted:

- Referrals came via the Lightbulb project, housing MOTs, health visitors, social services, the first contact referral scheme and also self-referral
- The current policy provided more assistance to those on benefits, but the issues experienced by high earning families with high outgoings had increased and this policy would therefore provide support to them too
- A lot of work had been undertaken across the county to set the income limits to qualify for assistance
- Risk and vulnerability would be considered in assessing applications, in addition to need and income
- With the exception of disabled facilities grants, the policy was generally aimed at owner occupiers. It was suggested that this could be made clearer in the policy.

It was moved by Councillor Ladkin, seconded by Councillor Morrell and

RESOLVED –

- (i) The Private Sector Housing Assistance policy be adopted;
- (ii) Authority be delegated to the Executive member for Housing and Community Safety and the Director (Community Services) to make operational changes to the policy.

(The Meeting closed at 6.45 pm)

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Hinckley & Bosworth Borough Council

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

Executive 10 July 2019

WARDS AFFECTED: ALL WARDS

Supplementary Budget Request for Health and Safety Improvements at the Jubilee Building

Report of Director (Community Services)

1. PURPOSE OF REPORT

- 1.1 To agree a supplementary budget to support health and safety improvements at the Jubilee Building.

2. RECOMMENDATION

- 2.1 Executive agrees a supplementary budget of £29,023.00 to allow for health and safety improvements at the Jubilee Building.

3. BACKGROUND TO THE REPORT

- 3.1 Two recent visits to the Jubilee Building by the Health and Safety Executive highlighted a number of health and safety improvements which were required in order to ensure compliance with Health and Safety Regulations.
- 3.2 Following these visits an officer task group was set up to respond to the issues raised and to identify necessary works. The works are detailed in appendix 1. Immediate priority works have been completed and subsequently the Health and Safety Executive have confirmed that appropriate action to remedy these matters has been completed. In the course of a full review of the Jubilee depot a number of other key safety improvements have been identified to ensure future compliance with health and safety regulations and to ensure the safe operation of the depot and its staff.
- 3.3 The costs of the works are £69,000.00. A supplementary budget of £29,023.00 is required to support these works.

4. EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES

- 4.1 Report to be taken in open session.

5. FINANCIAL IMPLICATIONS (AW)

- 5.1 The additional cost of the supplementary will be met from the waste management reserve, which will reduce reserves, but ensure there is no in year affect on the general fund.
- 5.2 There is currently a £30,000 capital budget and a £10,000 revenue budget in place Therefore, if the £10,000 revenue budget is utilised, the supplementary required is £29,023.
- 5.3 Also, in the capital programme there is £30,000 in 2020/21 and £30,000 in 2021/22 for health and safety improvements at the Jubilee Building. Therefore it may be possible to offset the increased costs over the different financial years if further work is not needed.

6. LEGAL IMPLICATIONS (FA)

- 6.1 The Health and Safety at Work Act 1974, associated Acts and statutory instruments provide a number of legal obligations for employers to undertake, failure of which can result in prosecution.

7. CORPORATE PLAN IMPLICATIONS

- 7.1 Contributes to Corporate objectives on People and Place.

8. CONSULTATION

- 8.1 Unison is actively involved in the health and safety improvements at the Jubilee.

9. RISK IMPLICATIONS

- 9.1

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Failure to provide safe working environment	H&S review of site completed, action plan developed, and new Jubilee H&S working practices embedded.	Caroline Roffey

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 10.1 The site is a waste transfer station and as such we must comply with the environmental permitting regulations and not cause and nuisance to our neighbours or environmental damage.

11. CORPORATE IMPLICATIONS

- 11.1 By submitting this report, the report author has taken the following into account:
 - Community Safety implications
 - Environmental implications
 - ICT implications
 - Asset Management implications

- Procurement implications
 - Human Resources implications
 - Planning implications
 - Data Protection implications
 - Voluntary Sector
-

Background papers: None

Contact Officer: Sharon Stacey ext 5636
Executive Member: Councillor B Crooks

APPENDIX 1

Yard Reconfiguration follow HSE visit and subsequent risk assessments 2019 - Jubilee Building, Hinckley

Value of remaining works	
Pedestrian Safety	£13,900.00
Vehicle safety	£15,300.00
Infrastructure	£9,823.00
Total of remaining works	£39,023.00

By virtue of paragraph(s) 3, 10 of Part 1 of Schedule 12A of the Local Government Act 1972.

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