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Chief Executive

Date: 02 July 2013



Hinckley & Bosworth
Borough Council

A Borough to be proud of

To: **Members of the Executive**

Mr SL Bray (Chairman)
Mr DC Bill MBE (Vice-Chairman)
Mr DS Cope
Mr WJ Crooks

Mr DM Gould
Mr KWP Lynch
Mr MT Mullaney
Ms BM Witherford

Copy to all other Members of the Council

(other recipients for information)

Dear Councillor,

There will be a meeting of the **EXECUTIVE** in the Hansom Lounge on **WEDNESDAY, 10 JULY 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 purple ink, appearing to read 'Helen Rishworth'.

Helen Rishworth
Communications & Democratic Accountability Officer

EXECUTIVE - 10 JULY 2013

A G E N D A

1. APOLOGIES
2. MINUTES (Pages 1 - 4)
To confirm the minutes of the meeting held on 5 June 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. MALLORY PARK NOISE CONTROL (Pages 5 - 18)
Report of the Chief Executive attached.
7. EMPLOYMENT LAND AND PREMISES REVIEW (Pages 19 - 32)
Report of the Deputy Chief Executive (Community Direction) attached.
8. RURAL AREAS REVIEW (Pages 33 - 76)
Report of the Deputy Chief Executive (Community Direction) attached.
9. VCS HUB (Pages 77 - 110)
Report of the Deputy Chief Executive (Community Direction) attached.
10. ISSUES ARISING FROM OVERVIEW AND SCRUTINY
(If any)
11. 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

EXECUTIVE

5 JUNE 2013 AT 5.30 PM

PRESENT: Mr SL Bray - Chairman
Mr DC Bill MBE – Vice-Chairman
Mr DS Cope, Mr WJ Crooks, Mr DM Gould, Mr KWP Lynch, Mr MT Mullaney and
Ms BM Witherford

Members in attendance: Councillors Batty and Moore

Officers in attendance: Steve Atkinson, Katherine Bennett, Bill Cullen, Simon D Jones
and Sharon Stacey

22 MINUTES

On the motion of Mr Bill, seconded by Mr Crooks, it was

RESOLVED – the minutes of the meetings held on 19 February 2013 be confirmed and signed by the Chairman.

23 DECLARATIONS OF INTEREST

No interests were declared at this stage.

24 AUTO-ENROLMENT - CHANGES TO THE PENSION SCHEME

Members considered the impact of Auto Enrolment for the council and also considered whether to elect for deferred auto enrolment until 1 April 2017 for non pension scheme members.

It was highlighted that the cost to the council had already been put into reserve.

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

RESOLVED - the council defer auto enrolment of staff that previously opted out of the pension scheme until April 2017.

25 AFFORDABLE HOUSING DELIVERY PLAN

Members were informed of the options available to progress the Affordable Housing Delivery Plan and agree preferred options for further discussion at the HRA Investment Plan workshop.

On the motion of Mr Mullaney, seconded by Mr Crooks it was

RESOLVED

- a) Members noted the range of options available to members to increase the supply of affordable housing in the borough;
- b) Approval was given the progressing of preferred options a, c, g and h as mechanisms to contribute to the affordable housing development in the borough, whilst being open to other opportunities for delivery should they prove viable

c) Agreement was given to pursue the use of a Local Delivery Vehicle to work in partnership with a Registered Provider to deliver new housing under option a.

26 REVIEW OF THE HOUSING ALLOCATIONS POLICY

Proposal was sought to update the Housing Allocations policy in the light of changes introduced by the Localism Bill 2011 and the 'Allocation of accommodation: guidance for the local housing authorities in England, June 2012'. This includes guidance to ensure that members of the Armed forces and their families are given additional preference for social housing as pledged by the Government through the Military Covenant.

On the motion of Mr Mullaney, seconded by Mr Crooks it was

RESOLVED - approval was given to the proposed changes to the Allocations Policy as detailed in Appendix A to the report.

27 PRIVATE SECTOR LEASING SCHEME

Members were updated on the progress that has been made exploring the feasibility of a Private Sector Leasing scheme further to the last report of 19 June 2012 and approval was sought to:

- Formally adopt a Private Sector Leasing scheme as a method of bringing empty properties back into use
- Make use of £522,120 of funding already approved by the Homes and Communities Agency to run and sustain the scheme
- Use flexible, short-term tenancies for properties which form part of the Private Sector Leasing scheme and agree to the amendment of the Tenancy Policy to include this provision

RESOLVED –

- (i) Members noted the objectives of the Private Sector Leasing scheme and formally approved the use of a Private Sector Leasing scheme across the borough.
- (ii) approval was given to the use of flexible, fixed term tenancies for properties that form part of the council's Private Sector Leasing Scheme
- (iii) agreement was given to the addition of a clause to the Tenancy Policy to state that where a property forms part of the Private Sector Leasing scheme, lifetime tenancies cannot be granted but a tenancy will be granted for the longest term possible within the time frame of the leasing term.
- (iv) on the basis that works will be funded by the HCA, delegated authority be given to the Deputy Chief Executive Corporate Direction to create appropriate capital and revenue budget once the nature of individual works are known up to the value of £468,900.
- (v) it was agreed that a supplementary budget be available of £6,000 to fund the administration cost and £20,610, annually, for two years for modern apprentices. These are to be funded from either the HCA funding or rental income.
- (vi) Members agreed to delegate authority for the Deputy Chief Executive to create rental income budgets once the properties have been bought back into use

28 SUPERFAST BROADBAND INVESTMENT

Members' approval was sought to the under spend from this year's Parish and Community Initiative Fund (PCIF) be put towards investment in super fast broadband (SFBB).

On the motion of Mr Crooks, seconded by Mr Bill

RESOLVED –

i) Members approved the allocation of £18,820 under spend from the 2013/14 PCIF as an additional contribution to funding from this council to support the delivery of super fast broadband in rural areas.

(ii) Scrutiny Commission's comments were noted regarding SFBB funding.

29 ENVIRONMENTAL IMPROVEMENT PROGRAMME

Members were presented with the Environmental Improvement Programme for 2013/14.

On the motion of Mr Bill, seconded by Mr Crooks it was

RESOLVED – that the enhanced schemes be implemented in the financial year 2013/14 as the Environmental Improvement Programme.

30 TOURISM STRATEGY 2013-18

Members' endorsement was given to the Hinckley & Bosworth Tourism Partnership's Tourism Strategy and Blueprint for Action for 2013 to 2018.

On the motion of Mr Cope, seconded by Mr Crooks it was

RESOLVED – Approval given to endorse the strategy.

(The Meeting closed at 5:47pm)

CHAIRMAN

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EXECUTIVE – 10 JULY 2013

MALLORY PARK - EFFECTIVE AND ACCEPTABLE OPERATION

REPORT OF CHIEF EXECUTIVE

WARDS AFFECTED: ALL WARDS



1. PURPOSE OF REPORT

To provide Members with the background and current position in respect of this issue and to offer recommendations aimed at its resolution, taking into account all relevant interests, concerns and options.

2. RECOMMENDATIONS

- * That the proposal from MPML/BARC, circulated to residents of Kirkby Mallory on 15 May 2013 be not supported, as it would impose an unnecessary and unreasonable noise nuisance on residents of the village;
- * That the current court case be pursued vigorously by the Officers of the Council on the terms of the 1985 Notice, as understood until January 2013;
- * That, subsequent to the successful conclusion of that case, the 1985 Notice is subject to continuing enforcement, but under the interpretation now (since January 2013) understood by the Council and that the Council seeks an immediate Injunction, should there be further breaches identified after that date;
- * That this position remains unless and until noise attenuation measures are introduced by MPML/BARC, with the necessary planning permissions, which actually reduce the noise and activity levels experienced by residents, to the levels set out in the 1985 Notice, as understood since January 2013;
- * That MPML/BARC be encouraged to consider the practical potential and community benefits of significantly reducing the extent of the 'hairpin' element of the track.

3. BACKGROUND TO THE REPORT

- 3.1 The track at Mallory Park in the village of Kirkby Mallory has been in operation as a motor racing circuit since 1956. For the great majority of the subsequent 57 years, it has operated with the support and goodwill of the local residents and this has been important, given that the circuit is situated immediately to the southwest of the village itself and that a number of residential properties are immediately adjacent to the track.
- 3.2 In 1985, the issue of noise nuisance was raised by residents, to a point where it was necessary to issue a Statutory Notice (the '1985 Notice') to bring a level of control to the situation, so that residents, some of whom still reside in the village, could continue to enjoy a quality of life commensurate with the village setting. This Notice was issued under the Control of Pollution Act 1974 following consultation with the village and Mallory Park (Motorsport) Ltd (MPML).

- 3.3 For over 20 years following the introduction of the 1985 Notice, residents and track operators lived together in some harmony, with any concerns being addressed relatively amicably. Noise was controlled and the number of recorded complaints over the 15 years prior to August 2011 totalled 8. In 2012 alone the council received 153 complaints relating to activities at the circuit, plus a petition signed by 47 people supporting complaints to the Ombudsman. Of the 153 complaints, 72 relate to one household and 35 to another, with a number of single complaints at the lower end of the scale. This may be an indication of the level of noise nuisance experienced in certain parts of the village
- 3.4 In 2005 the operators, the Overend family, sold MPML to the British Automobile Racing Club (BARC); BARC operates also at other tracks, including Croft (Yorkshire), Thruxton (Hampshire) and Pembrey (Carmarthenshire). The track itself and the surrounding land are leased from Titan Properties.
- 3.5 At the time of the transfer/sale, the existence of the 1985 Notice was well-known and its requirements should have been a factor in the decision of BARC to make the purchase. Significantly also, the ongoing lease of the site, updated for cumulative inflation every five years, is a significant proportion of the annual operating costs. The lease expires in four years.
- 3.6 Although recollections now differ, it does seem that village/track relationships continued to be amicable in the period immediately after 2005. In 2008, MPML decided to abolish the Liaison Committee which had been in existence for some time, and replaced that with direct communication between the company and the Parish Council. This Committee's main remit had been to enable matters of village concerns/circuit development to be discussed in a reasonable atmosphere. Its abolition was the first step on the road to the situation we now face.
- 3.7 The main trigger to the current disharmony and very bad feeling between some residents and MPML/BARC, and also between village residents themselves, was the 'Awesomefest' event in late July 2011. This drifting event was lengthy (full day and a session of drifting in the late evening), noisy (from vehicles and campsite music), and smelly (the fumes were reported as distressing to adjacent residents). This event alone triggered 10 separate complaints directly to the Council and a meeting of the Parish Council attended by over 70 residents.
- 3.8 A further source of complaint arose from the ongoing operation of Motor cross at Mallory Park - a particularly noisy event, about which complaints began to be made. Again, MPML did not take any action to mitigate this nuisance, until they stopped the activity fully from 31 Dec 2012.
- 3.9 Residents also identified that bunding had been constructed from imported waste soil without any clear assessment of the attenuation effects and without planning permission. Other planning conditions have not been implemented and additional works carried out. Despite first being raised with the company in December 2011, the Council has only very recently received a validated retrospective application to consider these matters. Enforcement action is currently being considered.
- 3.10 In January 2013 the village resident representatives challenged the Council's implementation of the 1985 Notice. The advice from their solicitor was that a much tighter interpretation should be applied, which would allow MPML to operate on only 92 'noisy' days per year. The Council's Barrister subsequently supported that interpretation. On this interpretation, there is a reduction in noisy days of 104 per year as compared with the understanding since 1985. MPML were made aware on 13 February 2013 that this would be the Council's interpretation of the 1985 Notice from 1 April 2013 and data has been gathered on potential breaches since that date.

However, no formal action has been taken to enforce this interpretation, as our legal advice is that the current prosecution of MPML, relating to breaches of the notice in August and September 2012, should be concluded before that is instigated. It should be noted that only the courts can determine the interpretation of the terms of the existing notice and will no doubt do so in August.

- 3.11 Throughout the extensive negotiations on usage/noise levels, MPML and BARC have argued with increasing force that restrictions on their levels of operation and limits on their type of usage would result in their becoming commercially unviable. Indeed, on more than one occasion they have written to residents to make that point and made it again at the public meeting on 30 May 2013. Review of the company's finances indicates that operating at lower levels of activity without reductions in their costs and/or changes to their operating model could cause financial hardship. However, it is not for the Council to dictate to MPML/BARC how they should run their business successfully; the Council can only directly influence the 'nuisance' effects of these operations. MPML have publicly stated that they wish to be 'good neighbours' with the village and to continue their contribution to the community, through use of their facilities and other activities.
- 3.12 Members should also be aware that individuals and a group on behalf of 47 residents have complained to the Local Government Ombudsman in June and November 2012 about the Council's handling of their complaints and the final decision is awaited.

4. **COUNCIL RESPONSE**

- 4.1 The position taken by officers, following the 'Awesomefest', was to begin negotiations with MPML on a revised Operational Management Plan for the circuit, as the issue did not relate just to those set out in 3.7; the management of the traffic to/from the event and of spectators before and after the event (overnight camping) was also, in our view, lax.
- 4.2 The reasons for adopting this approach, as opposed to immediate enforcement, were that the court process (as we have since found) can be lengthy and subject to appeals, as well as costs. At the start of the negotiations MPML appeared to be adopting a constructive stance; officers were attempting to resolve the matter in advance of the 2012 season; and there was a recognition of our duty to promote (and not discourage) the economy and the contribution to it made by Mallory Park, albeit balanced by our statutory obligations to local residents. This approach was also initially supported by the newly elected Liaison Committee.
- 4.3 There is no doubt that this course of action, whilst well-intentioned, has proved to be ineffective. It has not reached any meaningful conclusion after nearly two years, although it is the case that MPML has taken action to cease all 'drifting' and motor cross activities and there is some evidence to show that the number of events has reduced in 2013, as compared to previous years; but the perception of many of the village residents is clearly that the noise level and frequency has increased.
- 4.4 In June 2012, I instructed that MPML be given formal notice that breaches of the 1985 Notice, as then understood, after 1 August 2012 would be prosecuted; a position I confirmed when I met with them for the first time on that date. Five 'sample' breaches were identified and papers were filed with the Court in February 2013. The first hearing took place on 19 April and the full hearing is scheduled for mid August 2013.
- 4.5 We have continued to engage in negotiations with MPML/BARC, notwithstanding the legal process, in the hope that we could accommodate the legitimate requirements of many of the residents with those expressed by MPML/BARC to be able to operate commercially. The Executive (and indeed some Members of the Opposition, notably the ward councillor and former Leader) has repeatedly expressed its view that it did not wish to take any action which might lead directly to Mallory Park ceasing to operate.

- 4.6 The last point has proved a particularly divisive one within the village and, indeed, outside it, as many residents make the legitimate point that the viability of the company is not their concern, whilst others argue that a significant nationally-known facility might be lost, with loss of reputation and economic vitality to the local area. Many have stated that they do not wish Mallory Park to close, but the current situation is now unacceptable.
- 4.7 In late February 2013, it did appear that matters might be brought to a head. Indeed the resident representatives had convened a public meeting for 6 March to debate the issue. However, because no final proposal could be agreed and because of concerns about external interests placing pressure on village residents, the meeting was (rightly, in the circumstances) cancelled. Negotiations continued, but no significant progress was made.
- 4.8 In the end, in order to make progress, even though we had not been able to put together a set of operating arrangements which officers considered would be generally acceptable, we agreed that the 'best offer' from MPML should be put to the residents as part of a public consultation. By this means, the Executive could make an informed decision on a way forward. The 'best offer' was in essence that which MPML stated was the minimum they could operate without the company becoming commercially unviable. A copy of the proposal is attached at Appendix A.
- 4.9 We have been criticised in some quarters for undertaking the 'negotiation' route in the first place, for the very slow (if any) progress made and for the content of the proposal put forward for consultation, compared to the protections already in place from the 1985 Notice, even on its original interpretation. I can reassure Members and residents that the Council officers have genuinely sought to achieve an acceptable balance between the two competing requirements of our statutory enforcement duty and our duty to promote economic well-being from the Local Government Act 2000, whilst avoiding unnecessarily costly and time-consuming legal processes. There have been occasions when a similar commitment has seemed evident from MPML and BARC. However, it has become clear that such an 'ideal' resolution is not achievable and that the Council should give priority to the rights of local residents to their quality of life.

5. CONSULTATION

- 5.1 The public consultation was undertaken with the residents of Kirkby Mallory and businesses operating in the Village. It commenced with a letter signed by me, dated 15 May 2013, and ended at midnight on 14 June 2013 – a full month. During this period, the Leader of the Council met with a group of the 'most affected' residents on 22 May; the Chief Officer (Environmental Health) and I met residents individually/as families at a 'drop in' session in Kirkby Mallory on 29 May 2013; and a full public meeting for residents was held at the track itself (Hailwood Suite) on 30 May 2013. The Leader and I also met with representatives from MPML/BARC on 17 June 2013 and a separate meeting took place with Financial Officers from MPML, the Council and an independent accountant, commissioned by the Resident Representatives, on 12 June 2013, to ascertain the financial status/viability of the operation.
- 5.2 In summary:
- 160 properties received a copy of the proposal
 - 84 households responded (52.5%).
 - 25 supported the proposal.
 - 51 rejected the proposal.
 - 8 expressed views/comments, but not an outright conclusion

In terms of individuals (158 in total), the responses were:

- 44 supported the proposal.
- 99 rejected the proposal.
- 15 provided comments only.

All residents' responses were considered, even if they had a commercial/business interest as well as residential interest.

- 5.3 Because respondents were asked to provide their addresses (on a strictly confidential basis), we were able to plot them on a map of the village, in order to seek to identify if there was a cluster(s) of those most affected, which might point to the potential for remediation work. From that exercise, there is some indication that the main, though not only, nuisance is concentrated on the area directly north and east of the hairpin. This goes some way to support the view expressed by many residents that the worsening experience since 2009/2010 is related to the bunding introduced around that time.
- 5.4 The majority of responses were constructive, whatever their conclusions, and many did make suggestions as to how we might reach a resolution. It was made clear prior to and during the consultation that a decision would not be made on a simple majority of responses, and this will be maintained, as the comments made are at least as important on the number, and nearly half the households did not respond at all. We can speculate as to whether this is tacit approval or not, but any such speculation is precisely that.
- 5.5 The comments made have been of great assistance on putting this report together and Members should be grateful for the responses given, as I am.
- 5.6 Without referring to individual comments, there was a general consensus that:
- There were few, if any, major concerns before 2005.
 - The change in ownership and the earthworks carried out in the last few years seem to have had a notable (and negative) effect on the levels of noise experienced.
 - The Awesomefest event in July 2011 was a significant watershed in village resident/track operator relations.
 - A proposal allowing up to five out of every seven days to be 'noisy' (i.e. above accepted 1985 levels for non noise producing events) was wholly unreasonable.
 - A proposal allowing such a concentration of noisy events in the summer period was also unacceptable.
 - Whatever the content of any Notice (existing or new) there must be absolute clarity about the terms used in the Notice (e.g. what are 'quiet days').
 - There could be different access/exit points for vehicles wishing to use the site for events, other than through the Village.
 - The 'landscaping' was undertaken without Planning permission and without any assessment of the effects on the noise and its channelling.
 - The 1985 Notice was widely endorsed as reasonable.
 - The track should continue to operate, provided that it complied with the Notice.
- 5.7 There were some views expressed on which there was not a consensus. The main differences covered:
- 'Track Days' do not attract paying spectators and are not, therefore, essential for commercial viability nor do they make a major contribution to the local economy.
 - A compromise should be sought, but closer to the 1985 Notice than the current.
 - MPML/BARC should be given the opportunity to 'prove themselves'.
 - MPML/BARC must 'abide by the rules' set in the 1985 Notice.
 - Commitments have been given the past and not honoured.
- 5.8 In addition, an e- petition of over 32,500 to 'Save Mallory Park Circuit' has been submitted to the Department for Culture, Media and Sport. The wording of the petition is:

“We, the undersigned, believe that Mallory Pk (sic) Circuit should not be closed, redeveloped or sold for any other use than the pursuance of Motorsport”

- 5.9 In addition, over 500 people did contact me in early March (around the time of the cancelled public meeting) expressing their support for the continued operation of the track. Whilst this is an important expression of support for the track as a tourist attraction and contributor to the local economy, Members should note that the extent of that contribution is yet to be proved, so we have commissioned research to provide some hard evidence of what the real position might be. Importantly, however, the Council has a primary statutory obligation to address any identified noise nuisance. To paraphrase a number of respondents – commercial exigencies should not allow the operator to be above the law.
- 5.10 Members may wish to know that I personally visited Kirkby Mallory on Sunday 30 June, to hear the level of noise for myself during a permitted two-day race event and this experience has contributed also to the conclusions and recommendations in this report.

6. **CONCLUSIONS**

- 6.1 Members are reminded that there is a Statutory Notice in place from 1985. At this point, there is nothing in its place and the right thing to do would be to enforce the most recent interpretation of that Notice
- 6.2 Consideration has been given to the options of immediate instigation of enforcement, relying on the current ('stricter') interpretation of the Notice and/or the taking of an Injunction to secure an immediate termination of any activity, which breaches the 1985 Notice, whatever the interpretation. In the case of the first option, the legal advice received is that, whilst we should continue to gather evidence of breaches, to initiate legal action at this point would serve only to confuse the hearing of the case already before the courts. As regards an Injunction, it is suggested that, whilst this could be appropriate, its timing should be to address any breaches after a favourable decision by the court in August 2013. The reasons for this are: to ensure that MPML are given reasonable notice and to reduce the risk of the Council bearing the (potentially considerable) costs of any failed application, in terms of the application itself and damages to MPML in relation to lost trade already booked. These would be costs which would impact on the rest of the Borough and its services, not just Kirkby Mallory.
- 6.3 Of course, it is entirely possible that MPML/BARC could revise their proposals on the basis of a revised business case and/or act on their commitments to introduce noise attenuation measures as soon as possible. One additional possibility might be, given that there is a relatively clearly defined area of heightened noise nuisance, to alter or even remove the hairpin. Without such or similar action, the Council has very little option than to enforce the 1985 Notice.

6. **FINANCIAL IMPLICATIONS [KB]**

The Council has incurred £3,000 in legal costs to date which have been funded from existing budgets.

The financial position of MPML has been reviewed by the finance team at Hinckley and Bosworth Borough Council through a review of available financial accounts and credit rating reports. Whilst, the company has seen a decline in financial performance in recent years, it is deemed by the Council that they remain financially solvent and a “going concern”. This is supported by credit agency reports and the opinion of the company’s auditors.

7. **LEGAL IMPLICATIONS [PBI]**

These are generally contained within the body of the Report. Consideration of the merits of a legal injunction to restrain MPML from any further breaches of the 1985 Notice should factor in the risk of escalating costs. An undertaking to the court as to costs would run a risk (to be assessed). The risk is that, ultimately, if an interim Injunction against MPML was overturned, the Council could incur the cost of revenue lost to MPML.

8. **CORPORATE PLAN IMPLICATIONS**

The considerations and conclusions/recommendations in this report have particular relevance to the elements of the Council’s Corporate Plan relating to Cleaner and Greener Neighbourhoods (minimising environmental nuisance)

9. **CONSULTATION**

Consultation has taken place with all the residents of the village of Kirkby Mallory, with senior officers and office holders in MPML and BARC and with those who have a direct local commercial interest in the operation of the track.

In addition, over 500 emails have been submitted (March 2013) to the Chief Executive from non-residents of the village expressing strong support for the continuation of the operation and there is an electronic petition, with some 32,000 signatures, in support of the continuation of the operation at Mallory Park

10. **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
That the local community remains dissatisfied with the Council’s actions, thus harming its reputation locally	Adopting the recommendations in this report and ensuring that the agreed actions are implemented	Chief Executive
That litigation from residents and/or ongoing complaints from them to the Ombudsman continue, thus costing time and money to council taxpayers as a whole	Adopting the recommendations in this report and ensuring that the agreed actions are implemented	Chief Executive
That MPML/BARC continue with court action to appeal any favourable (to the Council) decision on the current case	That the prosecution case be presented in the most robust manner possible	Chief Executive

That the Council loses the current case	That an alternative/new Notice be served immediately on the conclusion of the case, reflecting the stance taken in the recommendations in this report and legal advice	Chief Executive
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11. **KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS**

This report has attempted to ensure that the relative needs and requirements of village residents and the track operator have been taken into account in reaching the conclusions and recommendations made. Particular account has been taken of the rural setting of the village of Kirkby Mallory, but also of the long-standing location and operation of the track over 57 years.

12. **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: None

Contact Officer: Steve Atkinson, Chief Executive, ext. 5606

Executive Member: Cllr David Gould

Steve Atkinson MA(Oxon) MBA FloD FRSA
Chief Executive

Please ask for Steve Atkinson
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Fax 01455 251172
Email steve.atkinson@hinckley-bosworth.gov.uk
Our ref SA
Date 15 May 2013

APPENDIX A



Hinckley & Bosworth
Borough Council

A Borough to be proud of

WITHOUT PREJUDICE

Dear Kirkby Mallory residents

Mallory Park - Proposal for track operation

What follows is the outcome of discussions over some time between the Council and Mallory Park (Motorsport) Ltd, informed by representations and suggestions from the Village Liaison Committee.

The objective is to create a sustainable and reasonable operations plan which allows the circuit to continue to be financially viable whilst at the same time giving residents consistency in noise level and operations, which will be continuously monitored and enforced by HBBC.

The procedure to comment on this proposal is:

- A: Kirkby Mallory Residents only (with a few agreed exceptions) meeting on 30 May at 19.30 at the Hailwood Suite (within the Paddock, signposted), Mallory Park, attended by residents, Mallory Park and the Council.
- B: A separate 'drop-in' session at the same venue for individual discussion on 29 May, between 17.00 and 20.00.
- C: All comments, suggestions and feedback to be directed to:

HBBC Environmental Health Services
Council Offices
Argents Mead
Hinckley
LE10 1BZ Or

esadmin@hinckley-bosworth.gov.uk

Deadline for comments, suggestions and feedback is by 14th June.

Written comments only will be taken into account in the decision-making process.

Council Offices • Argents Mead • Hinckley • Leicestershire • LE10 1BZ

Telephone 01455 238141 • MDX No 716429 • Fax 01455 251172 • www.hinckley-bosworth.gov.uk

From spring 2013 our new address will be: The Hinckley Hub • Rugby Road • Hinckley • Leics LE10 0FR

It is important that all feedback whether for or against the proposal is received by HBBC by 14th June as any new legal control will be based on these. You may wish to comment on particular aspects you agree or disagree with which will assist in determining a final proposal. We encourage all residents to make their views known, so that the future operation plan will be as sustainable, reasonable and as agreeable as possible. Following further discussion with MPML, the Council officers will present the proposals, taking into account the responses to the consultation, to the Executive of the Council for a final decision on legal implementation.

Useful reference notes

A noisy day is run to the noise limits set by motorsport governing bodies - ACU (bikes) 105dB and MSA (Cars)108dB measured at the vehicle. Should these levels go down in the future we will reduce them also.

A quiet day is at a decibel level not exceeding the average levels, when there is no track activity, measured at sites on and/or off the track, as recommended by the jointly appointed (MPML/HBBC) Noise Consultant.. This level will be set following further discussion and analysis of current noise levels and to be monitored thereafter through an agreed system located on the circuit.

The controls relate to the hard surfaced track and associated pit areas and all land within the circuit boundary/fencing.

The proposal

1: How we propose to control and reduce continuous activity

- Mallory Park will operate to a maximum of three days consecutive noisy use at any one time.
- If Mallory Park operates for three noisy days consecutively then it must immediately allow two quiet days after this period.
- The only special exception to the above is use on three of the four Bank Holiday Mondays as part of a three noisy day consecutive use. To allow Wednesday testing, on these occasions the minimum number of quiet days after the three noisy days is one.

2: How we propose to monitor noise reduction to the village

- Mallory Park will commit to noise abatement measures in conjunction with seeking planning permission, submitting an Application by 30 August 2013 (MPML will endeavour to submit this earlier.) including bunding and/or acoustic fencing as identified from the acoustic report. Also, noise measuring equipment to ensure agreed levels are adhered to and noise levels are reduced overall to be installed. The noise management system will be used to control the levels of noise permitted on quiet days and also to identify individual vehicles exceeding static noise tests. The design of the system will be approved by HBBC. Set levels will depend on the degree of attenuation achieved by the installation of bunds and acoustic fencing. Once operational MPML will provide information on request to HBBC.

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- An independent acoustic report will be jointly commissioned to guide the above; including measuring, and modelling of noise, before any Application is made/works take place, so that expectations will be established. After installation, a further acoustic report will be commissioned to determine actual levels to set agreed levels.

3: How we propose to deal with weekends

- Mallory Park will operate 52 noisy days per year at weekends as a maximum. (Includes track days and race days). The ratio of bike and cars events shall be 50:50).
- On every four week cycle there will be at least one guaranteed full no use weekend (Saturday and Sunday).
- One Bank Holiday weekend including the Monday per year will be no use.
- 10 x two race day events will be permitted per year within the allowance above. A race event is defined as motor vehicles racing in competition with each other, including against the clock.
- Circuit operating times will be 0900-1730 on weekends

4: How we propose to deal with track days

- A code of operation will be drafted by the jointly appointed Consultant to govern the future activity to control noise levels
- Maximum number of bikes on track to be limited to 38 (previously 48)
- Maximum time on track to be reduced to 50 minutes per hour (previously operating 60-minutes)
- No open pit lane motorcycle days to be permitted
- Maximum number of cars on track 32

5: How we propose to deal with motocross

Motocross is now stopped at the circuit and will not be resumed.

6: How we propose to deal with drifting

Drifting is now stopped at the circuit and will not be resumed.

7: How we propose to deal with mid-week noisy days

- Mallory Park to operate a maximum of 114 mid-week noisy days per year, comprised of 40 general test days (Wednesdays) and a maximum of another 74 noisy days. In any case, circuit operating times for mid-week days will be 09.00 to 17.30.

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8: How we propose to deal with all other days

These will be treated as quiet days and controlled by the set noise levels and monitored by the noise monitoring equipment. Noise levels at Stapleton Lane and Church Road will not exceed the noise levels recorded on no use days when no activity on track i.e. to be at ambient noise levels.

No use days at weekends does not exclude vehicle access to buildings or for maintenance and servicing of the facilities.

9: How we propose to deal with events over ACU and MSA noise levels

- Special permits will be applied for from HBBC for additional permissions when required e.g. un-silenced motorcycles at the Festival of 1000 Bikes. Noise management measures will be established to minimise noise levels.
- Mallory Park proposes a maximum of six days for special permissions for track activity per year, within the overall allowance of noisy days set out above.

10: Controls do not apply to electric vehicles

11: An annual calendar of events will be published in advance on the Mallory Park website before 1st March and will be updated as adjustments are made.

12: The creation of a phone and email hotline for direct circuit communications to assist in resolving problems.

13: Loud speaker orientation and volume will be strictly controlled to reduce noise levels in the village

14: Signage will be erected at the entrances/exits to the circuit requesting all visitors keep noise to a minimum and respect the residents of the village

15: Traffic management plans will be put in place with protocols for all events dependant on expected attendance levels.

16: Late and early arrival protocols will be established for all events dependant on expected attendance levels.

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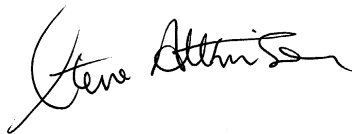
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MPML is committed to continuing to liaise with the village through a liaison committee including local representatives and local Councillors, attended by HBBC officers as required

As a gesture of good faith MPML have agreed to install temporary bales to provide temporary reduction in noise, to facilitate the acoustic testing, pending the full report and recommendations.

I look forward to your comments.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Steve Atkinson', written in a cursive style.

Steve Atkinson
Chief Executive

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EXECUTIVE – 10 JULY 2013

EMPLOYMENT LAND AND PREMISES STUDY
REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY
DIRECTION)



Hinckley & Bosworth
Borough Council

A Borough to be proud of

WARDS AFFECTED: ALL WARDS

1. **PURPOSE OF REPORT**

- 1.1 To seek approval of the Hinckley and Bosworth Employment Land and Premises Review 2013 which will be used as evidence to inform the Site Allocations and Development Management Policies DPD.
- 1.2 Due to the size of the Study copies are available from the author of this report upon request.

2. **RECOMMENDATION**

- 2.1 That Executive approves the study to be used as part of the evidence base for the Local Plan (2006 – 2026).

3. **BACKGROUND TO THE REPORT**

- 3.1 The Review assessed the supply, need and demand for employment land and premises (use class B) in Hinckley and Bosworth. It will provide robust evidence to underpin and inform its Local Plan for the period to 2026. The report comprehensively reviews and updates the existing Employment Land and Premises Study which dates from May 2010. There are six main elements to this study:
- A review of the scale and distribution of employment land and premises in Hinckley and Bosworth;
 - A consideration of the economic impact of key policy decisions including the award of Enterprise Zone status to MIRA Technology Park and the requirement for office premises outlined in the Hinckley and Bosworth Core Strategy (2009);
 - A review of economic growth forecasts for Hinckley and Bosworth, over the period to 2026;
 - An assessment of the Borough's economy that informs the amount, location and type of employment land and premises required to facilitate its growth and address any structural weaknesses (including identified declines in the agricultural economy);
 - Projection of employment land and premises requirements, by scale, sector and nature, to 2026.

4. **METHODOLOGY**

- 4.1 A number of research methods were used – site visits, interviews with property market stakeholders and a survey of 300 businesses (of which 100 responded). This was combined with extensive consultation with public sector agencies involved in the Borough (and in neighbouring local authority areas). Desktop analysis of existing strategies, reports and documents was also used to inform the overall findings. The 24 Parish and Town Councils of Hinckley and Bosworth were contacted by post and email.

5. **FINDINGS**

5.1 The key findings of the Review were that:

- Hinckley and Bosworth is a relatively affluent, reasonably skilled area. It does however lose some of its higher skilled workers to neighbouring areas. Hinckley and Bosworth has a primarily local property market in both the industrial and office sectors. The industrial market is far larger than the office sector. Any inward investment tends to come from the logistics sector and there is evidence of reasonable demand for the next phase of Logix Park (Hinckley Commercial Park).
- There is a shortage of employment land across Leicestershire and any viable development sites are generally being held by developers in anticipation of an improving market.
- Industrial need is for modern moderate/good quality units of up to 1,000 sqm. The current absence of such provision is seeing businesses looking to relocate outside the Borough, particularly to neighbouring areas in the West Midlands. There is a surplus of older industrial factory and mill space in the urban area.
- The office market generally meets the needs of local service sector businesses and provides ancillary space for existing industrial firms. Most provision is in the form of small business centres, most of which are performing well at present. Demand is for 0-100 sqm leasehold suites.
- There is a headline total of 98.56 ha of employment land made up of 11 sites. However most is not readily available for development (although the 24 ha at Nailstone Colliery may be available within three years). It is also unbalanced – 93 percent of the supply is represented by four sites in Sketchley Meadows, Caterpillar, Nailstone Colliery and MIRA.
- 15.79 ha in the headline supply is at risk of not actually coming forward, because of continuing protection for long term possible development by the landowner/leaseholder interests of Caterpillar/Neovia. 34.03 ha at the MIRA Enterprise Zone is also included but, in practice, this land will only be available to companies undertaking research and development activities associated with transport technology industry sectors.
- The worst case scenario is that there is only 48.74 ha (nine sites) of employment land available; however a more realistic assessment is that there is 82.77 ha comprising of ten sites.
- There is a further 11.4 ha of employment land in the pipeline contained within the Earl Shilton and Barwell SUEs, which is likely to come on stream from this year onwards. This would add to the realistic land supply of 82.77 ha, taking it up to 94.17 ha.

6. RECOMMENDATIONS OF THE REVIEW

6.1 The report concludes by making a number of key recommendations. These are:

- The Borough has a land supply surplus of 26.36 ha when measured against long term land take-up. There is therefore there is no need for the Council to identify further land allocations in the emerging Sites Allocations and Development Management Policies DPD.
- Existing employment sites be categorised into either A, B or C sites. Categories are defined as being:

Category	Policy recommendation
A	Key / flagship employment areas
B	Fit for purpose employment areas
C	Lower quality employment areas – part or whole redevelopment may be appropriate if proposed

A list of the category recommendations for the Borough's existing employment sites (arranged by settlement) is included at Appendix 1.

- There are 27 Category A classified sites. Within these, non - B Class employment uses should only be allowed if an applicant can demonstrate exceptional circumstances and that the proposals will not have a significant adverse impact on surrounding local uses.
- A use which may have trade links with employment uses may be permitted on the Borough's 34 Category B Employment Areas. The Review identifies the marketing standards that developers must follow in these circumstances.
- For Hinckley and Bosworth's 46 Category C Employment Areas, a more flexible approach could be taken to facilitate a broad range of economic development.
- Existing employment developments outside Employment Areas make a contribution to local employment activity and jobs. Any consideration of future non-employment use, in such locations, should be addressed in the same way as non 'key employment' sites and Category B/C employment areas.
- The Council should work with neighbouring authorities on issues in which interests will overlap, notably the growth of the MIRA Technology Park Enterprise Zone and the development of the A5 Corridor.
- Review and monitor the employment land and premises position and undertake the study again in about three years, as 2026 is a long time in the future and much will happen before then.
- The review made a range of recommendations relating to the key rural service centres of the Borough. It is stated in the report that rather than being specific recommendations for future allocations, these are suggestions that the Borough Council may wish to consider to help encourage diversification of the rural economy and sustainable economic growth in these settlements. The recommendations are:

Rural Service Centre	Comment
Market Bosworth	Consider 0.5-1 ha extension to Station Road Industrial Estate Encourage small workshops scheme (7-10 x 100-200 sqm) Consider environmental improvement of Station Road Industrial Estate
Desford	Consider environmental improvement of Peckleton Lane Business Park
Groby	No action required
Ratby	No action required
Markfield	Consider 0.2-0.5 ha extension to Markfield Industrial Estate Encourage small workshops (5 x 100-200 sqm) Consider environmental improvement of Markfield Industrial

Rural Service Centre	Comment
	Estate
Bagworth	Encourage delivery of new start-up accommodation which forms part of planning permission for former Dunlop Complex
Thornton	Consider environmental improvement of Merrylees Industrial Estate
Barlestone	Consider small workshops scheme (5 x 100-200 sqm)
Newbold Verdon	Consider small workshops scheme (5 x 100-200 sqm)
Stoke Golding	Consider 0.2-0.5 ha extension to Willow Park Industrial Estate Encourage small workshops scheme (5 x 100-200 sqm)

7. DEVELOPMENT MANAGEMENT POLICIES

7.1 As well as being used for the identification of the Borough's employment sites for the Site Allocations, this document will also provide evidence for the formulation of Development Management Policies to sit alongside the Allocations which will form the basis of decision making on future planning applications.

7.2 Policies relating to development affecting existing employment sites and the provision of new employment development will be included within the Site Allocations and Development Management Policies document and will be considered through the committee process in due time. For information, the drafts of these policies are included at Appendix 2.

8. FINANCIAL IMPLICATIONS [KB/DMe]

8.1 Following the introduction of Business Rates Retention from 1st April 2013, future growth in employment land and growth will have an impact on the level of Business Rates collected and therefore retained by the Council and also the Leicestershire Pool. The results of this study will be used within the production of forecasts for this purpose. Any Business Rates collected as a result of the MIRA Enterprise Zone, will not be subject to Business Rates Pooling and will be subject to an agreement with the LLEP. Monitoring of growth in this area is therefore important for planning purposes.

8.2 The cost of the review is funded from the LDF reserve and the balance on the LDF reserve as at 31st March 2013 is £479,631.

9. LEGAL IMPLICATIONS [AB]

9.1 None raised directly by this report

10. CORPORATE PLAN IMPLICATIONS

10.1 The report relates to the following Corporate Aim:

- Thriving economy

11. CONSULTATION

11.1 BE Group undertook a consultation of 300 local businesses (of which 100 responded) to inform the findings of the study.

12. RISK IMPLICATIONS

- 12.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.
- 12.2 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.
- 12.3 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
Failure to publish the study would result in a lack of evidence for decision making on planning applications and the employment policies in the upcoming Site Allocations and Development Management Policies DPD.	Publication of the study	Andy Killip

13. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 13.1 This document forms part of the evidence base for the Site Allocations and Development Management Policies section of the Local Plan (2006-26) which addresses the needs of both urban and rural areas equally and offers options in accordance with the spatial strategy of the Core Strategy.

14. CORPORATE IMPLICATIONS

- 14.1 By submitting this report, the report author has taken the following into account:
- Community Safety implications: None arising directly from this report.
 - Environmental implications: None arising directly from this report.
 - ICT implications: None arising directly from this report.
 - Asset Management implications: None arising directly from this report.
 - Human Resources implications: None arising directly from this report.
 - Planning Implications: Contained within the report.
 - Voluntary Sector: None arising directly from this report.

Background papers: Employment Land and Premises Review 2013

Contact Officer: Andy Killip – ext. 5732
Executive Member: Councillor Stuart Bray

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Appendix 1 – Employment Areas Summary Schedule

Address	Area, hectares	Recommendation
Dunlop Ltd, East of Station Road, Bagworth	2.23	C
Workshop Units, Station Terrace, Bagworth	0.13	B
Markfield Plastics Ltd, 256 Station Road, Bagworth	0.06	B
Hosiery Factory, Barton Road, Barlestone	0.20	C
Mill Street Industrial Estate, Barwell	7.46	A
Factories, Dawsons Lane, Barwell	1.63	B
Workshop Units, Arthur Street, Barwell	0.80	C
Factory, off Friswell Lane, Barwell	1.09	C
Konfidence Works, Arthur Street, Barwell	0.69	C
Barton Building, King Street, Barwell	0.13	C
Works, South of Stapleton Lane, Barwell	1.00	B
Barwell Business Centre, Kingsfield Road, Barwell	0.72	B
Land fronting on to the High Street at the rear of Mill Street Industrial Estate, Barwell	0.61	B
Works off Bank Terrace, Barwell (North)	0.32	C
Works off Bank Terrace, Barwell (South)	0.39	B
Works, West of Hill Street, Barwell	0.20	B
Factory, Arthur Street, Barwell	0.17	C
Factory off The Barracks, Barwell	0.19	C
Workshop Units, George Street, Barwell	0.19	C
Industrial Units, West of Rugby Road, Burbage	13.22	C
Sketchleys Meadows Industrial Estate, Burbage	13.07	A
Sapcote Road Industrial Estate, Burbage	1.24	B
Hinckley Business Centre, London/Burbage Road, Burbage	1.12	B
Johnson Ltd, Rugby Road, Burbage	0.72	C
Works, West of Britannia Road, Burbage	0.54	C
Warehouse, South of Coventry Road, Burbage	0.20	C
Works, North of Windsor Street, Burbage	0.13	B
Theobalds Rural Industry and FP McCann, Cadeby	17.66	B
Caterpillar, Desford	99.67	A
Former Glengate Hospital Site, Leicester Lane, Desford	5.16	A
Ratby Engineering, Peckleton Common Employment Area, Desford	3.29	A
Highfields Seeds, Peckleton Lane, Desford	0.40	B
Oaks Industrial Estate, Earl Shilton	0.89	A
Factory/Works, Rossendale Road, Earl Shilton	0.42	C
Telephone Exchange, Rossendale Road, Earl Shilton	0.07	B
Gamma Hose, New Street, Earl Shilton	0.05	B

Address	Area, hectares	Recommendation
Workshop Units, High Street, Earl Shilton	0.51	C
Factory Units, Wood Street, Earl Shilton	0.51	B
Factory, Church Street, Earl Shilton	0.31	C
Factory, West of Hill Top, Earl Shilton	0.23	B
Works, South of West Street, Earl Shilton	0.05	C
Churchill Works, Highfield Street, Earl Shilton	0.22	C
Factory, Keats Lane, Earl Shilton	0.11	C
Warwick Building, Rossendale Road, Earl Shilton	0.07	C
Factory, West Street, Earl Shilton	0.06	C
Groby Trading Estate, Fir Tree Lane, Groby	3.40	A
Scania Depot, Markfield Road, Groby	1.27	A
Walker-Smiths Haulage Site, Ratby Road, Groby	0.11	C
Workshops, Rookery Lane, Groby	0.02	C
MIRA, Watling Street, Higham on the Hill	307.20	A
Industrial Estate, West of Station Road, Higham on the Hill	0.52	A
Harrowbrook Industrial Estate, Hinckley	37.16	A
Logix Distribution Park, Hinckley	19.15	A
Dodwells Bridge Industrial Estate, Jacknell Road, Hinckley	15.41	A
Triumph Motorcycles, Dodwells Road, Hinckley	16.70	A
Hinckley Fields Industrial Estate, Hinckley	12.03	A
Transco HQ/Jarvis Porter, Coventry Road, Hinckley	12.18	B
Nutts Lane Industrial Estate/EME Site, Hinckley	8.47	A
Tescos Distribution Depot, Dodwells Road, Hinckley	8.30	A
Bond Street Glass and Adjacent Units, Hinckley	0.23	C
Land north of Atkins Building, Hinckley	0.32	B
Units on Druid Street, Hinckley	0.34	B
Land North of Well Lane, Hinckley	0.37	C
Garage on Druid Street, Hinckley	0.04	C
Area of Mixed Uses, South of Upper Bond Street, Hinckley	1.63	C
Hawley Road Industrial Estate, Hinckley	3.25	B
Paynes Garage, South of Coventry Road, Hinckley	2.81	A
Former Atkins Factory, Lower Bond Street, Hinckley	0.86	A
Area of Mixed Uses, North of Upper Bond Street, Hinckley	1.00	C
Knitwear Factory, Holliers Walk, Hinckley	1.38	C
Richard Roberts Factory, Southfield Road, Hinckley	1.24	C
Trinity Motors, North of Coventry Road, Hinckley	1.24	B
Nutts Lane Industrial Estate, Hinckley	1.05	A
Clover Park Industrial Estate, Hinckley	0.81	A

Address	Area, hectares	Recommendation
Hosiery Factory/Builders Yard, South of John Street, Hinckley	0.98	B
Sparkenhoe Business Centre, Southfield Road, Hinckley	0.68	B
Factory/Printing Works, West of Station Road, Hinckley	0.55	C
Factory, South of Mill Hill Road, Hinckley	0.22	C
Timber Yard, South of Westfield Road, Hinckley	0.39	C
Factory, Brunel Road, Hinckley	0.36	C
Highfield Works, John Street, Hinckley	0.29	C
Factory/Works, South of Wood Street, Hinckley	0.26	B
Workshops, Trinity Vicarage Road, Hinckley	0.14	C
Brunel House, Brunel Road, Hinckley	0.22	C
Factory, East of Parsons Lane, Hinckley	0.23	C
Factory, East of Teign Bank Road, Hinckley	0.22	C
Hosiery Factory, West of Queens Road, Hinckley	0.19	C
Factory, North of Wood Street, Hinckley	0.07	C
Brunel Works, Brunel Road, Hinckley	0.10	C
The Hinckley Times, Brunel Road, Hinckley	0.07	C
Industrial Estate, South of Station Road, Market Bosworth	3.07	A
Industrial Estate, South of Ashby Road, Markfield	2.53	A
Nailstone Highways Depot, Nailstone	0.86	B
Verdon Sawmills, Newbold Heath	1.07	B
CPL Ltd, Church View, off Dragon Lane, Newbold Verdon	0.20	B
Henton's Engineering, South of Wood Lane, Norton Juxta Twycross	1.01	B
Timken, Desford Lane, Ratby	14.63	B
Alexandra Stoneworks, Desford Lane, Ratby	5.09	B
Bennetts/Cardinal Broach Works, Park Road, Ratby	1.86	B
Casepack, West of Station Road, Ratby	0.45	B
Bakery, South of Station Road, Ratby	0.62	C
Textile Factory, South of Whittington Drive, Ratby	0.08	C
Distribution Units, Interlink Way South, Stanton Under Bardon	13.95	A
Willow Park Industrial Estate, Station Road, Stoke Golding	1.57	A
Merrylees Industrial Estate, Thornton	9.37	A
Rare, Manor Park, Twycross	9.66	A
Startin's Tractor Sales, West of Main Street, Twycross	0.85	B

DM20 Existing Employment Sites

Existing employment areas are identified on the proposals map as either Category A, B or C sites, informed by the most up-to-date Employment Land and Premises Study.

Category A sites

The Council will actively seek to retain sites classified as category A sites in their entirety, for B1, B2 and B8 employment uses.

The development of non B class uses in category A sites will only be allowed in exceptional circumstances. Proposals must demonstrate that they would not have a significant adverse impact on surrounding employment uses.

Category B site

The Council will give positive consideration to proposals for partial or total loss of category B sites for uses other than B1, B2 and B8 use classes where:

- a) The proposed proportion of uses falling outside B1, B2 and B8 use classes stands in line with the recommendations in the most up-to-date Employment Land and Premises Study; or
- b) Where the development diverges from these recommendations, the applicant must demonstrate that:
 - i. The site/premise is no longer suitable or reasonably capable of being redeveloped for employment purposes; and
 - ii. The site/premise has been proactively marketed for employment purposes for a reasonable period of time at a reasonable market rate as supported and demonstrated through a documented formal marketing strategy and campaign, in line with the most up to date Employment Land and Premises Study; or
 - iii. There will be a significant community benefit which outweighs the impact of losing the employment site/premises.

Category C Site

The Council will take a more flexible approach to Category C sites for alternative uses, in accordance with the most up-to-date Employment Land and Premises Study and other Local Plan policies.

Proposals for the development of 'B' uses (including ancillary areas) within designated employment sites will be supported where they accord with other policies of the plan.

Relevant Core Strategy Spatial Objectives

Spatial Objective 1: Strong and Diverse Economy

Spatial Objective 3: Strong and Vibrant Rural Communities

Local Plan (2001) policies to be replaced

EMP1: Existing Employment Sites

- 5.1 The safeguarding of existing employment land is crucial to ensure existing markets remain competitive and support the aspirations for economic growth. Employment land consists of offices, manufacturing, distribution and warehousing (Use Classes B1, B2 and B8). The Council needs to ensure it balances the delivery of its housing requirements against maintaining the existing provision of employment land in the most appropriate locations.
- 5.2 The rural context of the Borough means it is difficult to identify new sites for employment and housing development, particularly beyond settlement boundaries. The Council seeks to ensure the most efficient and prudent use of employment land as once it is lost it is difficult to replace.
- 5.3 In seeking to safeguard employment land, either existing and operational, existing but not currently in use or the allocation of new sites, the Council needs to consider the long-term prospect of delivery for the intended use and avoid safeguarding those sites which are unlikely to be feasible and deliverable over the plan period.
- 5.4 The Council regularly prepares and updates a review of the existing and future supply of land available for economic development (Employment Land and Premises Study). The study is used to assess the sufficiency and suitability of existing land, including previously allocated land and inform the amount, location and type of employment land and premises required to support future housing growth in the Borough.
- 5.5 To ensure that the most appropriate sites continue to be safeguarded whilst not seeking to stifle alternative development on land which is unlikely to be delivered during the plan period, Policy DM20: Existing Employment Sites allows development proposals to be considered under certain circumstances subject to the suitability and importance of the Borough's employment land as prioritised by the Employment Land and Premises Study under the three following headings:

A	<ul style="list-style-type: none">• Key / flagship employment areas to be retained
B	<ul style="list-style-type: none">• Fit-for-purpose• Regeneration policy may mean alternative development is appropriate, but to be resisted if possible
C	<ul style="list-style-type: none">• Lower quality employment areas – part/whole redevelopment appropriate• Regeneration policy may require all/part of the area to be retained for employment uses

Supporting Documents

The Employment Land and Premises Review

DM21 Provision of Employment Sites

The development of new employment sites for B1, B2 and B8 uses outside of allocated employment areas will be supported where they stand within settlement boundaries or on previously developed land.

Proposals which stand outside the settlement boundary and on previously undeveloped sites will be found acceptable where it is demonstrated that there are no suitable alternative sites identified sequentially in the following locations:

1. Within settlement boundaries;
2. On previously developed land;
3. Adjacent to existing employment areas;
4. Adjacent to settlement boundaries.

Non-ancillary B1(a) office development is considered a Main Town Centre use and as such is excluded from the provisions of this policy and should be considered under policy DM17: Sustainably Located Town Centre Uses.

Relevant Core Strategy Spatial Objectives

Spatial Objective 1: Strong and Diverse Economy

Spatial Objective 3: Strong and Vibrant Rural Communities

Local Plan (2001) policies to be replaced

EMP3 (a, b and c): Land for Employment Development

EMP4: Employment Development on Sites other than those Allocated for Employment

- 5.6 Although sufficient employment land is available in the Borough to support the identified growth over the Plan period, it is important that further employment opportunities are not stifled to encourage sustainable economic growth.
- 5.7 The Council will favourably consider the provision of new employment development which cannot be accommodated on allocated employment areas, particularly those located within settlement boundaries or on suitable previously developed land and conform with the other policies in this Plan.
- 5.8 The Council acknowledges that in some instances alternative land may be required which lies beyond the settlement boundary. Development on such sites may be considered acceptable where it is on suitable previously developed land, or if no such land is available, adjacent to existing employment areas. The Council will consider proposals on alternative sites only where they are acceptable in planning and environmental terms and it can be demonstrated that all other sites do not meet the needs of the operator.

- 5.9 The applicant will be required to submit a sequential assessment including an appraisal of the suitability of the proposed development against the employment areas identified in the prevailing Employment Land and Premises Study. The appraisal should set out the justification why alternative sites are not suitable for the scheme in terms of the operational requirements of the business, including relevant planning and sustainability considerations such as the impact of traffic movements or accessibility for workers.
- 5.10 National policy defines office developments which are not ancillary to other B uses classes as a main town centre use. As such stand alone office developments fall outside of the scope of this policy and should be considered under local plan policy DM17: Sustainably Located Town Centre Uses.

Supporting Documents

The Employment Land and Premises Review (2013)

EXECUTIVE -10 JULY 2013

RURAL AREAS REVIEW ANNUAL REPORT 2012/13

REPORT OF LEAD MEMBER RURAL AFFAIRS

WARDS AFFECTED: RURAL WARDS



Hinckley & Bosworth
Borough Council

A Borough to be proud of

1. PURPOSE OF REPORT

To present the annual rural areas review report 2012/13 to members, detailing service delivery within the Borough's rural areas.

2. RECOMMENDATION

- 2.1 That members note and endorse the range and extent of service delivery within rural locations in 2012/13.

3. BACKGROUND TO THE REPORT

- 3.1 On an annual basis, the rural affairs lead member, presents a rural areas review report to elected members, setting out a comprehensive record of service provision delivered within the rural areas of the Borough. Service provision is detailed in relation to each of the authority's Corporate Plan priorities.
- 3.2 Whilst **all** service provision is available to **all** Parishes within the Borough, this report presents details of specific delivery in rural parish areas, detailed at **Appendix 1**. However, at appendix 2 details of key service delivery in relation to town centre development/urban areas has been included, as some aspects of this work are aimed at benefiting/engaging all areas of the Borough.

4. FINANCIAL IMPLICATIONS [KB]

None arising directly from this report, however, any subsequent recommendation arising from this report, may require a reconfiguration of existing resource provision, and/or additional resources.

5. LEGAL IMPLICATIONS [LH]

- 5.1. None arising directly from this report

6. CORPORATE PLAN IMPLICATIONS

The contents of the report relate to and support the following strategic aims:

- Cleaner and Greener Neighbourhoods
- Thriving Economy
- Safer and Healthier Borough
- Strong and distinctive communities
- Decent, well managed and affordable housing

7. CONSULTATION

The rural areas review 2012/13 has been informed through consultation with Service Heads and appropriate senior officers and partners, utilising existing evidence to inform activity and gaps.

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
Lack of a comprehensive evidence base in relation to the range of provision within rural locations	Ongoing collation of evidence to detail the range of provision within rural locations through an annual review report	Edwina Grant

9. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

The specific purpose of this exercise is to identify, the level of provision within rural localities, and to provide an evidence base, if it is subsequently recommended that there is a reallocation of existing resources/allocation of additional resources, to focus on the priority needs within rural Hinckley and Bosworth, bringing greater equity to the allocation of the overall resources across the geographical areas of the Borough.

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: None
Contact Officer: Edwina Grant, ext 5629
Executive Member: Cllr Bill Crooks

Rural Areas Review Annual Report – 2012/13

Corporate Plan Priorities	Progress/Provision	Area	Partners Involved
	CLEANER AND GREENER NEIGHBOURHOODS		
CP01 - Keep our neighbourhoods clean and tidy	<p><u>Fly Tipping – 454</u> Markfield 26, Stoke Golding 206, Earl Shilton 28, Witherley 3, Stapleton 2, Ratby 8, Nailstone 10, Barton in The Beans 8, Burbage 14, Bilstone 4, Barlestone 19, Higham On The Hill 5, Hinckley 153, Little Twycross 6, Shenton 6 Thornton 17, Barwell 15, Orton On The Hill 8, Osbaston 1, Market Bosworth 5, Norton Juxta 1 Kirkby Mallory 7, Newbold Verdon 4, Groby 11, Shackerstone 5, Newbold Heath 1, Peckleton 3, Bagworth 10, Desford 7, Sibson 4, Upton 7, Wellsborough 4, Pinwall 2, Fenny Drayton 6, Wykin 2, Sheepy Magna 4, Atterton 3, Ratcliffe Culey 1, Stanton under Bardon 3, Dadlington 5, Upton 1, Congerstone 1, Stapleton 1</p> <p><u>Fly Posting – 6</u> Hinckley 3, Earl Shilton 1, Market Bosworth 1, Burbage 1</p> <p><u>Abandoned Vehicles – 21</u> Hinckley 7, Burbage 1, Earl Shilton 6, Groby 1, Nailstone 1,</p>	<p>As detailed</p> <p>As detailed</p> <p>As detailed</p>	

	<p>Thornton 1, Barwell 1, Markfield 1, Shackerstone 1, Barlestone 1</p> <p><u>Untaxed Vehicles -16</u> Hinckley 7, Burbage 2, Earl Shilton 4, Groby 1, Nailstone 1, Bagworth 1</p> <p><u>Dog Fouling incl Stencils and signage - 195</u> Hinckley 56, Burbage 35, Barwell 31, Earl Shilton 23, Ratby 7, Groby 8, Desford 5, Barlestone 2, Nailstone 2, Stoke Golding 1, Markfield 5, Stanton under Bardon 5, Thornton 4, Market Bosworth 1, Bagworth 6, Newbold Verdon 1, Fenny Drayton 2, Barton 1</p> <p><u>Littering – 127</u> Barwell 13, Hinckley 27, Desford 2, Markfield 3, Ratby 4, Earl Shilton 16, Market Bosworth 1, Burbage 6, Nailstone 4, Burbage 14, Bilstone 1, Groby 5, Barlestone 1, Bagworth 4, Kirby Mallory 1, Congerstone 2, Stoke Golding 2, Sutton Cheney 1, Twycross 1, Cadeby 1, Newbold Verdon 1, Shenton 1</p> <p><u>Graffiti – 29</u> Earl Shilton 1, Groby 8, Ratby 5, Hinckley 12, Burbage 1, Barwell 1, Markfield 1</p> <p><u>Fixed Penalty Notices - 15</u></p> <p><u>Littering - 8</u></p>	<p>As detailed</p> <p>As detailed</p> <p>As detailed</p> <p>As detailed</p> <p>As detailed</p>	
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	<p><u>Littering from vehicles</u> – 24 1 Markfield, Hinckley 18, Burbage 1, Stapleton 2, plus 2</p> <p><u>Dog Fouling</u> – 3 2 Burbage, 1 Hinckley</p> <p>Dog microchipping event held in Community Centre, Markfield on 24.9.12. Microchipping reduces strays that can cause dog fouling issues</p> <p>We have a battery recycling tub in Reception at Argents Mead for customers to bring batteries in to recycle.</p>	As detailed	
<p>CP02- Improve facilities in our parks and open spaces</p>	<p>The installation of a new wooden play area has continued adjacent to the Burbage Visitor Centre. The continued wet weather during the early part of 2013 has meant that work on the play area has been slow. A new connecting pathway through the play area has been installed and it is hoped that work can be completed when weather conditions improve during the spring. Works to clear gorse and scrub in the acid grassland area has taken place during the winter months as part of our annual HLS agreement.</p> <p>Works have continued at Billa Barra Hill, Hill Hole Quarry and Manor Farm to improve the sites and manage them within the criteria set out in an HLS agreement with natural England. Further gorse and scrub clearance has taken place at Hill Hole Quarry and Billa Barra Hill as part of our annual HLS agreement. Pruning works have taken place at</p>	<p>Burbage</p> <p>Stanton under Bardon, Markfield, Bagworth</p>	<p>Natural England</p> <p>Natural England</p>

	<p>Manor Farm Orchard to help preserve the fruit trees which have been planted there.</p> <p>Hinckley Walking for Health Group lead 4 walks around Burbage Common every Wednesday. On average 77 walkers attend per week .</p>	Groby and Burbage	
CP03 - All parks are maintained to a high standard with 75% meeting the local quality standard by 2014	<p>Specific scores for countryside sites managed by HBBC at the end of March 2013 were:</p> <p>Hill Hole Quarry 81%</p> <p>Burbage Common 73%</p>	<p>Markfield</p> <p>Burbage</p>	
CP04 - Reduce CO2 emissions in the borough Q1, 2011/12	<p>Spatial Objective 12 and Policy 24 of the Core Strategy seek to reduce emissions.</p> <p>The National Planning Policy Framework seeks the reduction in greenhouse gas emissions.</p> <p>Consultants have been appointed to undertake the Renewable Energy Capacity Study. Final report due April, 2013.</p> <p>A Renewable Energy and Low Carbon Development policy has been drafted and will be consulted upon as part of the Site Allocations and development Management Policies DPD later in 2013.</p>	Borough wide	
CP04a - Improve energy efficiency in the Home	<p>Spatial Objective 12 and Policy 24 of the Core Strategy seek energy efficiency in new homes.</p>	Borough wide	

Q1, 2011/12	The National Planning Policy Framework encourages energy efficiency.		
CP05 - Impact on the environment from service operations is reduced	The revenues and benefits Leicestershire partnership provides employees at HBBC, Harborough DC and North West Leicestershire CD with the opportunity to work flexibly and from home thereby reducing car travel and our impact on the environment. Approximately 80% of partnership staff now work from home.	All Parishes	NWLDC & HDC
CP05a - Relocation of the Council's waste management functions to a fit for purpose facility	Successful transition to a new fit for purpose Depot completed April 2013 which will provide a sustainable operating base for current Streetscene Services provided	All Parishes	
CP06 - Reduce waste going to landfill and reuse more materials	A new improved kerbside dry recycling service was introduced from 1 April, 2012, making it easier for residents to recycle. This has resulted in a significant increase in the amount of material recycled via kerbside collections A review of bring sites is to be undertaken in view of this success to remove under utilised banks for products such as plastics/tins and cans and we will consider installing replacement banks that recycle products not collected at kerbside.	All Parishes	
CP07- Improve facilities in our parks and open spaces	Work has continued on the installation of the new play area at Burbage Common. Work will be completed as soon as ground conditions improve sufficiently to allow the installation of the safety surfacing. New finger post signage and interpretation signs have been	Burbage	

	purchased and are ready to install at Burbage Common to help guide and inform visitors to the site		
CP07a - Enhance the quality of the natural environment	<p>Grazing of the acid grassland area of Burbage Common and aftermath grazing at Smenell fields has taken place in line with the conditions of the higher level stewardship agreement with Natural England. Further volunteer sessions to remove a percentage of the gorse and scrub has also continued within the acid grassland area of the site. The probation service has been carrying out weekly work sessions to clear out the drainage ditches at Burbage Woods and adjacent to the ponds at Burbage Common.</p> <p>Initial grazing has taken place at Manor Farm, Bagworth and Billa Barra Hill, in line with the HLS agreement with Natural England. A new grazier will be required at Billa Barra Hill in the spring 2013. Further associated works to clear a certain percentage of gorse and scrub at Billa Barra and Hill Hole Quarry has also been carried out. All these works are intended to help with the long term conservation and enhancement of the sites for nature conservation purposes.</p>	<p>Burbage</p> <p>Stanton under Bardon, Markfield, Bagworth</p>	<p>Natural England, The Probation Service</p> <p>Natural England</p>
	THRIVING ECONOMY		
CP08 - Maintain jobs, improve skills, increase wage levels	Developed and published a directory of local food producers and providers , and will continue to update via an on line Directory	All Parishes	<p>H & B Tourism Partnership</p> <p>N Warks & Hinckley</p>

	<p>Exploring opportunities to promote apprenticeship opportunities with NWHC and the Tourism Partnership. Investigating further intern opportunities especially within the Creative Industries and Economic Development.</p> <p>Working in partnership to set up an Apprenticeship Training Agency. 'Apprenticeship Works' have been chosen to run the Agency. A Service Level Agreement between Apprenticeship Works and North Warwickshire and Hinckley College has been drawn up and is due to be signed and the Apprenticeship Training Agency is due to be operational by June 2013</p> <p>Worked with Consultants to produce the MIRA Technology Park Enterprise Zone Skills Plan, which was launched with the new MIRA Academy on 16th April 2013. Leicester and Leicestershire Local Enterprise Partnership has agreed to fund a Skills Co-ordinator as a result of recommendations arising from this Plan. The cross border delivery partnership will be looking to implement the proposed actions outlined in the plan.</p>		<p>College/Nuneaton & Bedworth BC/ N Works BC/ National Apprenticeship Service /Leicester and Leicestershire Local Enterprise Partnership (LLEP)</p>
<p>CP08a - 3.4.1 - Increased provision of premises for employment use</p>	<p>Core Strategy policies aim to support the enhancement of employment sites. The Employment Land & Premises Study has been completed and the final report was received in May 2013, (due to be agreed by Council in June 2013). The Hinckley Town Centre Area Action Plan Spatial Objective 8 aims to retain and enhance employment opportunities within the AAP boundary.</p>	<p>Borough wide</p>	

	A development management policy is being developed to support the provision of employment sites, this will be consulted upon as part of the Site Allocations and Development Management Policies DPD later 2013.	Borough wide	
CP08b - 5.1.2 Increased business survival and growth rates	<p>The Farmers Markets in Hinckley, Market Bosworth and Burbage provide a platform for suppliers in our rural areas to sell their produce.</p> <p>The Food Producers Guide to promote buying locally and to encourage local pubs, hotels, restaurants and cafes to use locally sourced produce was completed in March, 2013. The guide promotes local producers of meat, cheeses and dairy products and informs the public of where they can purchase good produce. 1,000 copies have been circulated to libraries, public buildings and Parish councils and will be given out at local events such as Burbage Common Open Day etc. This will be updated on an ongoing basis via an on line Directory</p>	<p>All Parishes</p> <p>All Parishes</p>	H & B Tourism Partnership
CP08c - 5.2.1 Increased number of new businesses attracted and key sectors developed	<p>The Hinckley & Bosworth Tourism Partnership website has been refreshed and given a new look which has received good feedback. New look events and news pages make the site easier to use.</p> <p>1,000 Visitor Guides were distributed to schools for children to take home for the summer holidays and this resulted in a rise of website visits as well.</p> <p>The Tourism Partnership partnered with Twycross Zoo to</p>	Borough wide	H&B Tourism Partnership

	<p>host a Food and Craft Fair during the Leicestershire Food Fortnight Festival. 28 stalls featuring local produce and handmade crafts attracted 500 visitors to the marquee. There were also tasting and demonstrations promoting the importance of buying local.</p> <p>Started to have regular monthly meetings with Leicestershire Promotions to improve communication and to explore joint working opportunities.</p> <p>Attended the Leicester/Leicestershire Sales and Marketing meetings facilitated by LPL to network with other businesses and promote the work of the Tourism Partnership.</p> <p>Consulted key tourism partners about the key marketing campaign for 2013/14 called Pick and Mix – due for launch in April/May 2013</p> <p>Work is ongoing with MIRA in respect both to its Enterprise Zone status and the implementation of the Regional Growth Funding (RGF). Now that planning permission has been granted for the High Technology Park work is progressing with MIRA in order to implement the proposals for the site.</p>	<p>Twycross</p> <p>Borough wide</p>	<p>H&B Tourism Partnership</p> <p>MIRA/ Leicester and Leicestershire Local Enterprise Partnership</p>
<p>CP08d - 5.3.3 - Increased number of people taking apprenticeships</p>	<p>The Cross-border Employment & Skills Partnership is focusing on looking at more apprenticeships/alternative routes to employment/high level skills to meet local business needs and access to employment. A Service Level Agreement between Apprenticeship Works and North</p>	<p>All Parishes</p>	<p>N Warks & Hinckley College/Nuneaton & Bedworth BC/ N Warks BC/ National Apprenticeship</p>

	Warwickshire and Hinckley College has been drawn up, and the Apprenticeship Training Agency will be operational by June 2013. The Agency will make it easier for businesses, especially small businesses to take on apprentices.		Service/LCC/Job Centre
CP09a - 3.4.3 - Increased re-use of brown field land for employment uses	<p>Core Strategy Policy 7 supports the enhancement of allocated employment sites. Policy 12/13 supports small scale employment uses within Rural Villages and Rural Hamlets.</p> <p>Spatial Objective 8 of the Hinckley Town Centre AAP aims to retain and enhance employment opportunities in the AAP boundary.</p> <p>A review of the Employment Land and Premises Study 2010 is currently underway and the final report is due to be finalised April, 2013. A development management policy is being developed to support the provision of employment sites, this will be consulted upon as part of the Site Allocations and Development Management Policies DPD later 2013.</p> <p>Core Strategy Policy 7 supports the enhancement of allocated employment sites. Policy 12/13 supports small scale employment uses within Rural Villages and Rural Hamlets.</p>	<p>Borough wide</p> <p>All Parishes</p>	
CP10 - Provide help, advice and support for residents and	Our website in addition to containing helpful advice on benefits, council tax and business rates contain key links signposting the user to other agencies.		

<p>businesses</p>	<p>All businesses were advised of their ability to defer 60% of the business rate increase in 2012/13 to the following two years.</p> <p>The small business rate relief scheme was also extended to 2012/13.</p> <p>The economic regeneration pages of the Council’s website contain information on where businesses can obtain advice and search for grant possibilities</p> <p>The Cross-border Delivery Partnership held a business breakfast meeting at Atkins on 25 April 2012, to inform businesses of the A5 Strategy and to discuss any problems that local companies are experiencing in terms of employees accessing their places of work. In addition the innovative solutions being explored by Caterpillar to address such issues was explained. The next business breakfast being planned will focus on launching the Apprenticeship Training Agency.</p>	<p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p>	 <p>Cross-border Employment and Skills Delivery Partnership</p>
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<p>CP11 - Increase take up of Benefits in areas of deprivation and amongst hard to reach areas to reduce poverty</p>	<p>Community Advice and Law Service (CALs) commissioned by Sure Start to work directly with parents with young children. The Debt advisor supports approximately 100 vulnerable families per year in reducing debt and maximising income significantly improving economic stability and independence for families. Total financial gain of £68,425 and advice was given to deal with £323,805 worth of debts during 2012/13.</p> <p>Whilst we continue to promote the availability of benefits, our focus has changed to advising those claimants who will be affected by the welfare reforms.</p> <p>A series of road shows was rolled out across Leicestershire to inform people about changes to Welfare Reforms. The events provided an overview of the Welfare Reform scheme, including the introduction of universal credit, changes to housing benefit and the localisation of council tax support. The road shows were open to all service providers and officers to help people to understand the impact of the forthcoming changes and advice about what support is available. Presentations on welfare reform have also been given to the Parish forum.</p> <p>During August – September 2012 HBBC residents consulted on the proposals for the council tax local scheme, effective from 1st April 2013</p> <p>Considerable work has been undertaken in developing publicity materials and contacting those affected by</p>	<p>Borough wide</p> <p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p>	<p>Sure Start working with Community Advice and Law Service</p> <p>Age Uk Housing Associations Landlord forums Pension Service and DWP</p>
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	<p>changes, to facilitate understanding and explain support available. Changes include:</p> <p>A reduction in housing benefit if deemed under occupying - 313 households will experience a reduction of 14% of Housing Benefit, and 71 will have a cut of 25% in HB entitlement.</p> <p>All working age claimants having to pay at least 8.5% of their council tax bill - 3,128 households will be affected by the changes of which 2,368 have not had to pay council tax before</p> <p>From 1st April 2013 the Government is introducing a cap of £26,000 on the total amount of benefit that working age people can receive. The Cap will be rolled out from July 2013. It is anticipated that approximately 20 families may be affected by the Cap.</p> <p>We now offer food vouchers to customers who are suffering from severe hardship.</p> <p>HBBC has continued to support and promote the Hinckley Foodbank Initiative, which has had a growing take up, and will during 2013/14 work with the Foodbank to introduce distribution sites in rural areas</p>	All parishes	
CP12 - Work with partners to deliver the Economic Regeneration Strategy	The Council supports the borough wide Hinckley Business Association, the Earl Shilton Business Forum and the Barwell Business Association.	All Parishes	

<p>2009 - 2014 to improve the local economy for the borough</p>	<p>Worked in partnership to produce an Employment & Skills Plan for Earl Shilton and Barwell. Working to implement findings of the Greenborough study on employment and skills and in particular to help businesses who wish to find new premises within the Sustainable Urban Extensions.</p> <p>The economic regeneration team has commenced the production of a new economic regeneration strategy, which will be consulted upon in Spring 2014</p>		<p>Barwell and Earl Shilton Business Associations/LCC</p>
<p>CP17 - Value for money services are provided where economies of scale are achieved whenever possible, without reducing (and where possible enhancing) the delivery experience</p>	<p>The revenues and benefits partnership is now working to one core revenues and benefits system and to a single document management system.</p> <p>The move away from pre-printed stationery has enabled the partnership to make savings in respect of printing costs.</p> <p>A tender exercise has commenced that will allow for the majority of the revenue and benefits partnerships mail to be printed and dispatched externally. It is likely that we will see the benefits or a reduction in stationery and postage costs during the 2013/2014 financial year.</p>	<p>All Parishes</p>	<p>Consortium involving up to 10 LA's</p>
	<p>SAFER AND HEALTHIER BOROUGH</p>		
<p>CP18 - Ensure people are safer</p>	<p>Customer Services are now involved in the Safe Place Scheme – stickers displayed to show our involvement. We offer support/help as required.</p>		

	<p>The proposed move of the CCTV control room went ahead in June 2012 with the Atkins building agreed as the new location.</p> <p>During 2012 the CCTV maintenance contract was extended for a further year owing to excellent performance of the contractor. Additional cover was organised during the bank holiday periods and also during the Euro 2012 competition to aid the Police in tackling anti-social behaviour.</p> <p>Ongoing Town Centre Safety group meetings bi monthly with key partners focusing on the town centre safety</p> <p>The Community Safety Partnership Action Plans have been reviewed and approved by the Community Safety Partnership Board to ensure that actions reflect current priorities and a performance management framework is in place to ensure delivery.</p> <p>Compared to last year total crime has reduced by 14.4% (equating to 745 less crimes)</p> <p>Anti-social behaviour complaints have reduced by 10%</p> <p>Delivery of seasonal campaigns (Dark Nights, Halloween and Christmas Campaigns) which have successfully reduced the impact of seasonal crime trends contributing to good reductions in crime and ASB reported above.</p>	<p>Hinckley</p> <p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p>	<p>HBBC, Police</p> <p>HBBC, Police</p> <p>HBBC, Police</p> <p>HBBC, BID, police and other key partners</p> <p>Community Safety Partners</p>
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	<p>Public consultation has highlighted burglary in the home the top priority for rural areas. A burglary reduction action plan is in place.</p> <p>In December 2012 a Wrap around roadshow was held in Markfield where partners offered local residents in Markfield, Ratby and Groby the opportunity to come along and get advice on burglary prevention and staying safe over the winter months. The police also door knocked some hotspot streets in the areas offering burglary advice and prompting reporting of any suspicious behaviour.</p> <p>Love my neighbourhood week is in the 5th year of delivery. The week runs over Valentines week and encourages people to take pride in their communities. Targeted valentines card with asb, nuisance neighbour, dv message- Groby, Ratby, Markfield.</p> <p>Support of 2 Community Safety Forums in Burbage and Northern Parishes.</p> <p>Year to date we have done over 30 referrals to the Safe at Home Scheme. Individuals have been referred for the following reasons: Victim of crime in the last 12 months, domestic abuse, victim of ASB, risk of harm.</p> <p>Referrals have been made in both urban and rural areas. Safety Devices fitted have included: Mortice locks & bolts, window locks, chains, mirrors, sealed letterbox and spyholes. Impact on Individuals: Safety score average 1.1</p>	<p>Rural Parishes</p> <p>Markfield, Ratby, Groby</p> <p>Markfield, Ratby, Groby</p> <p>Burbage Markfield Ratby Groby</p> <p>All Parishes</p> <p>All Parishes</p>	<p>Community Forums, Citizens Panel, Service Users</p> <p>Community Safety Partners, Paynes Garage Ambulance Service, Road Safety Partnership</p> <p>Police Council Fire Rescue</p> <p>Local Residents, Police, Council</p>
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	before work to 9.8 after completed work (with 0 being unsafe and 10 being safe).		
CP18a - 2.3.3 - Levels of hate incidents are reduced	<p>The Community safety team are working with the county to increase the reporting of hate incidents and raise awareness of hate crime.</p> <p>Work has taken place this year promoting reporting and awareness of LGBT related hate crimes. This work has been done across the borough. Hate crime leaflets were delivered to households in Markfield Ratby Groby during February.</p>	<p>All Parishes</p> <p>Markfield, Ratby, Groby</p>	LGBT Centre, Police, Council, County Council
CP18c - 3.2.1 - Levels of recorded anti-social behaviour are reduced	<p>Recorded ASB has fallen 10% this year compared to last year.</p> <p>The launch of the Endeavour team has seen an improved approach to ASB and Community Protection issues. Wider partnership involvement including Streetscene Services, Environmental Health, Trading Standards.</p> <p>In rural areas ASB interventions are: 21 advisory letters 7 warning letters.</p>	<p>All Parishes</p> <p>Rural Parishes</p>	<p>Community Safety Partners</p> <p>Community Safety Partners</p>
CP18d - 3.2.2 - Levels of criminal damage are reduced	Criminal damage has fallen 15.8% this year compared to last year.	All Parishes	Community Safety Partners
CP18f - Improve quality of place through design (design out crime)	Core Strategy Spatial Objective 8: Stronger & Safer Communities and Spatial Objective 9: Identity, distinctiveness and quality of design. Spatial Objective 11: Built Environment & Townscape Character.	Borough wide	
CP19 - Improved public	Neighbourhood takes charge project which works with a		Community Safety

	<p>adults and several children, all of whom may be at risk.</p> <p>A discretionary discount scheme has been set up to support those affected by welfare reform changes. In addition all LA's have been provided with funding to support those households who need help with their housing costs. The DHP funding announced for 2013/2014 is £93,843.</p> <p>Development of a locality model and successful introduction of the Supporting Leicestershire Families Programme</p>	<p>only</p> <p>All Parishes</p> <p>Borough wide targeted areas</p>	<p>Age Uk Housing Associations. Landlord forums. Pension Service and DWP.</p> <p>HBBC and LCC</p>
CP20a - 1.1.5 - Older and disabled adults are protected from violence and abuse	<p>Children's centre staff team has received awareness raising training on disability and are sensitive to the additional safeguarding issues for disabled children and adults.</p> <p>Age UK Safety Talks delivered in partnership with HBBC and Local Police. Courses delivered in Ratby, Groby, Stapleton and Barlestone.</p>	<p>All parishes</p> <p>Ratby, Groby, Stapleton and Barlestone</p>	<p>Sure Start</p> <p>Age Uk, Police</p>
CP21 - Reduced offending and re-offending levels in the borough	<p>Compared to last year total crime has reduced by 14.4% (equating to 745 less crimes).</p>	<p>All Parishes</p>	
CP21b - 1.3.2 - Young people are diverted from criminal behaviour and numbers of first time	<p>32% of offences were committed by first time entrants to the system.</p>	<p>All Parishes</p>	

entrants to the Criminal Justice System are reduced			
CP21d - 2.8.2 - Offending by Children and Young People is reduced	<p>PAYP (Positive Activities for Young People); successful programme delivered, diverting young people 12+ away from ASB.</p> <p>What's Going Down 2012 Summer Activities publication; Key 'Staying Safe' messages delivered through the brochure 54,000 copies circulated, borough wide 513 web views.</p>	All areas	HBBC
CP21e - 6.2.2 - The rate of drug related offending particularly the level of acquisitive crime is reduced	Domestic Burglary has reduced by 3.9% this year compared to last. Theft from motor vehicle has reduced by 0.8% and Theft of motor vehicle has reduced by 4.1%	All Parishes	Community Safety Partners
CP21f - 6.2.3 - The number of alcohol related incidents is reduced	<p>A number of awareness sessions have been held in schools and youth projects to raise awareness of drugs and alcohol on well-being and behaviour</p> <p>Alcohol support services have been provided for people in all areas including clients in rural areas</p>	All Parishes	Council
CP22 - People experiencing domestic violence are aware of and can access the support that they need	Domestic Abuse support services have been provided for victims of domestic abuse including victims in rural areas	All Parishes	Council
CP23 - Provide young people of the Borough	Sportivate - Badminton, Boxing and Paddlesports projects delivered. The Paddlesports programme was particularly	Markfield, Burbage,	Leicestershire and Rutland Sport, Trinity

<p>with facilities and activities</p>	<p>successful where the young people all achieved a level 1 canoe star award and were visited by Natalie Wilson GB Canoeist. .</p> <p>School Games – All schools took part in level 1 & level 2 selection events across the Borough. On 10th July 2012 at Leicester Grammar School, Hinckley and Bosworth Schools competed in 43 countywide competitions. The Borough team won the overall Champions Trophy as the medal haul totalled ten gold, seven silver and six bronze medals.</p> <p>Assisted sports clubs in our rural areas with successful grant applications including Sport in Desford, Desford Lawn Tennis, Bagworth Bowls Club, Leicestershire Youth Sailing Association (Bosworth water) Markfield Community and Sports Centre, Market Bosworth Football Club, Market Bosworth Sports and Social Club.</p> <p>Ongoing funding submissions were made throughout 2012 by a range of sporting clubs, bringing the yearly total of funding brought into the borough to £774,314.</p> <p>Co-ordinated the Annual Ride the Mallory Mile family fun ride as part of National Bike week in June 2012. 800 cyclists took part.</p>	<p>Hinckley.</p> <p>Burbage, Market Bosworth, Groby, Stoke Golding, Sheepy Magna, Earl Shilton</p> <p>Desford, Bagworth, Markfield, Market Bosworth</p> <p>Kirkby Mallory</p>	<p>Badminton Club, Hinckley Activities Water training Club, BoxFit, Markfield Community Centre, HBBC Schools, Leicestershire and Rutland Sport, HBBC</p> <p>Local Sports Clubs, Leicestershire and Rutland Sport</p> <p>Mallory park, National Bike Week, Local Sports Clubs, LCC, HBBC, Leicestershire and Rutland Sport</p>
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	<p>Play training delivered successfully to students, parent Voice reps, young people and other providers. Session delivered in school to support play at lunchtime and positive interventions.</p> <p>Play Charter to be adopted, awareness to be raised in parishes at later stage.</p> <p>Full school holiday diversionary programme provided by the community houses.</p>	All areas	George Ward Centre, Play England
CP24 - Provision of fit for purpose Leisure facilities	<p>Work with Markfield Community and Sports Centre and Sport in Desford to access funds to improve and develop facilities. At Markfield £3k brought in to develop a new skate park.</p> <p>Worked in partnership with Sport in Desford to bring in £5,436 to improve the centre car park and hall.</p>	Markfield, Desford	Sport in Desford, Markfield Community Centre
CP25 - Protect public health	<p>Dog microchipping event held in Markfield Community Centre on 24.9.12. Microchipping reduces strays that can cause dog fouling issues.</p> <p>Food safety interventions – 233 Health and safety interventions – 108 Licensing Act 2003 and Gambling Act 2005 – compliance Inspections – 77</p>	Markfield All Parishes	
CP26 - Preventative action and education to	schools and youth projects across the borough to raise	All high Schools	

<p>reduce drug and alcohol related health problems</p>	<p>awareness of drugs and alcohol and impact on wellbeing and behaviour, including rural areas.</p>		
<p>CP26b - 6.12.1 - Improved access to a range of appropriate support services</p>	<p>Customer services complete 'first contact' referrals as required.</p>		
<p>CP27 - Ensure people have healthier lifestyles</p>	<p>Continued delivery of the GP Referral outreach service hosted at Sport in Desford, Groby and Earl Shilton for the benefit of patients referred in our northern and western parishes. 663 people referred Borough wide in 2012</p> <p>A monthly Inclusive Sports Club has been established at Sport in Desford by the Borough sports and health alliance partnership. On average 24 attendees attend per session. Jane Stidever an Olympic torch bearer visited the club in Sept 2012 with the Olympic torch.</p> <p>Health and Wellbeing roadshow delivered in Bagworth.</p> <p>Changing Minds delivery group established to lead on promoting positive mental health within the Borough, in line with the priorities of the H&B Health and Wellbeing Partnership.</p> <p>The Inclusive football group continues to meet every Wednesday at Green Towers, with an average of 9 players</p>	<p>Groby, Earl Shilton, Barwell, Desford, Borough wide</p> <p>Desford</p> <p>Bagworth and Thornton</p> <p>All Parishes</p>	<p>Sport in Desford, SLM, HBBC</p> <p>Sport in Desford, Local Sports Clubs</p> <p>HBBC</p> <p>HBBC, Public Health, Bright Sparks</p>

	<p>attending each session.</p> <p>Health Stand provided at Mallory Mile Event June 2012.</p> <p>Training given to one representative of all rural Sure Start Centres on Step Right Out campaign. This campaign seeks to persuade parents and guardians not to smoke in confined spaces in front of children.</p>	Rural Parishes	
CP27b - 6.10.1 - Families make healthy food choices and eat for health	<p>Cooking Back to Basics courses run at Earl Shilton and Barwell.</p> <p>The Lifestyle Eating and Activity Programme (LEAP), Counterweight programme and Family Lifestyle Club (FLiC) programme, are delivered in a targeted manner to support families make healthy eating choices. These programmes are delivered in partnership with the Local Sporting Alliance, Leicestershire Nutrition and Dietetic Service and Public Health.</p> <p>We are part of the Breast Feeding Scheme.</p>	<p>Earl Shilton, Barwell</p> <p>Barwell</p>	<p>LCC Adult Education, HBBC</p> <p>LNDS, HBBC, Local Sports Clubs, Self Employed instructors</p>
CP27c - 6.10.2 - Fewer children are obese	<p>FLiC Scheme ran at the George ward Centre with 7 families attending. A new FLiC session is starting in October 2012.</p> <p>Health Fair - Barwell Infants school.</p>	<p>Barwell</p> <p>Barwell</p>	<p>LNDS, HBBC, Local Sports Clubs, Self Employed instructors</p> <p>HBBC, Barwell Junior School, NHS</p>
CP27d - 6.11.1 - Fewer women smoke during pregnancy	<p>Customer services supported the No smoking initiative set up by County.</p>		

	STRONG AND DISTINCTIVE COMMUNITIES		
CP29 - Improve the quality of life for children and young people in the borough	<p>HBBC are supporting the 'food voucher' initiative, offering food vouchers to customers who are suffering from severe hardship.</p> <p>Full programme of activities offered through Desford, Barwell and Bagworth & Thornton Surestart Children's Centre for families and children 0-11years</p>	Desford, Barwell, Bagworth &Thornton	Sure Start
CP30 - Support and educate individuals to improve skills and become volunteers	<p>Ongoing walk leader training being delivered:</p> <p>2 x Walk leader training delivered to volunteers and walks running in Newbold, Barlestone and Desford, Groby, Market Bosworth and Markfield.</p> <p>A walk leaders' training course has been run in conjunction with Age Concern with 7 people attending.</p> <p>The new season of Centre Stage has been distributed featuring 14 shows in community venues across the borough. Centre Screen continues in 7 community venues across the borough.</p>	<p>Newbold, Barlestone, Desford, Groby Market Bosworth</p> <p>Borough wide</p>	<p>HBBC, NHS</p> <p>ladof</p>
CP30c - Increase the	Walk leader training delivered to volunteers and walks	Newbold,	HBBC, NHS

<p>number of volunteers in the community</p>	<p>running in Newbold, Barlestone and Desford, Groby, Market Bosworth and Markfield.</p> <p>Burbage Community Arts Festival took place in May, 2012. There were 11 events over 11 days attracting 750 people to ticketed events and 2 free open events attracting approx 2,000 people.</p> <p>Market Bosworth Festival took place in June 2012. There were 20 events over 15 days attracting 400 people to ticketed events and free open events attracting approximately 2,000 people.</p> <p>A Sports maker volunteer Course, part of the Olympic legacy programme has been held at Bosworth Community College.</p>	<p>Barlestone, Desford, Groby Market Bosworth</p> <p>Burbage</p> <p>Market Bosworth</p> <p>All Parishes</p>	<p>Burbage PC, Burbage Com Arts Festival, HBBC</p> <p>Market Bosworth Festival, HBBC</p>
<p>CP31 - Improve customer access to services</p>	<p>Computers and telephones available for the public to use in our reception.</p> <p>Within revenues & benefits there have been a number of system enhancements which will improve the ability of our customers to self serve through the Councils website.</p> <p>Housing officer provision (properties, tenancies and repairs) out at rural areas on a daily basis</p>	<p>All Parishes</p> <p>All Parishes</p>	
<p>CP31b - 2.4.1 - No individual experiences disadvantage because</p>	<p>We offer hearing loops on all of our counters; we have magnifiers and signature aids available for visually impaired customers and also display BSL finger spelling alphabets</p>		

of their race, disability, gender, age, sexual orientation, religion or belief	<p>on all of our counters as well as having 3 members of our team qualified in sign language.</p> <p>We offer large print and audio versions of all our correspondence and we also offer translation facilities.</p>		
CP31c - 2.4.2 - People have equality of access to life opportunities, employment, learning and services that meet individual needs	<p>An inclusive sports club for adults 16 years+ is held at Sport in Desford every month on average 24 adults take part in a variety of sports. Participants have the opportunity to join inclusive clubs in the Borough including Desford Gym, AFC Barwell and Desford Lawn tennis Club.</p> <p>AFC Barwell Inclusive Football Team hosted a county Football festival with over 120 inclusive players from Leicestershire and Northamptonshire participating. They are now regularly competing in monthly county tournaments across Leicestershire.</p>	<p>Desford</p> <p>Barwell</p>	<p>Sport in Desford, HBLSHA, Local Sports Clubs</p> <p>FA, AFC Barwell</p>
CP31d - 7.1.4 - Improvements to market town centres, shopping centres and rural centres to enable more effective access to services	<p>Spatial Objective 3 and Core Strategy Policy 14 Rural Areas: Transport support the accessibility of local centres.</p> <p>Spatial Objective 2 of the Hinckley Town Centre AAP aims to increase and improve accessibility within and to and from the town centre for pedestrians, cyclists and public transport.</p> <p>A development management policy is being developed which aims to achieve the vitalisation of District, Local and Neighbourhood Centres.</p>	Borough wide	
CP32 - Ensure that our services meet our	Local offers (service standards in place for housing based	All Parishes	

<p>customers' needs</p>	<p>on consultation with all tenants).</p> <p>Tenants have been fully involved in the formulation of the Tenant Newsletter. Feedback has been received from tenants on how to improve next year's newsletter and this feedback will be used to make improvements.</p> <p>Active tenants on Tenants Advisory panel from rural areas such as Bagworth and Markfield.</p>	<p>All Parishes</p>	
<p>CP32a - 2.1.2 - The voluntary and community sector is vibrant and Parish Councils, Neighbourhood Forums, Local Development Groups, Local Voluntary and Community Groups, Faith Groups, School organisations, Local businesses, Social Enterprises are frontline delivery organisations for strong communities</p>	<p>In Partnership with Next Generation and Community Action Hinckley and Bosworth gained Executive support for the establishment of a VCS Forum and VCS Commissioning Board from April 2013</p> <p>During 2012/13, via The Parish and Community Initiative Fund £93,302 was allocated to support 28 schemes</p> <p>£177,820 of New Homes Bonus allocated to Parishes for 2012/13</p> <p>Delivery of x 2 annual Parish Forum events, to enable a two way dialogue between Parish Councils and senior HBBC officer on issues of strategic and Borough wide importance.</p> <p>Development and circulation of a quarterly e news Planning Policy briefing on all relevant updates</p> <p>Supported Market Bosworth in the development of a</p>	<p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p> <p>Market Bosworth</p>	<p>Next Generation/CAHB</p>

	<p>Neighbourhood Plan in support of the Localism agenda</p> <p>Ongoing support for Community Forums and Community Forum Budget process</p> <p>Delivery of x 2 annual Community Relations Forums for VCS organisations to enhance effective community relationships</p>	All Parishes All Parishes	LCC/HBBC HBBC/VCS
CP32b - 2.1.3 - Neighbourhoods have a greater voice and a role in scrutinising service delivery	The Older Voices Partnership – enables the community to have their say about the provision of services and needs of their neighbourhood	All Parishes	Age UK, Older Voices Partnership.
CP32c - 2.2.2 - The needs of emerging and minority communities are taken into account in planning services	<p>The Statement of Community Involvement outlines the methods by which the planning department endeavour to have effective engagement with minority groups.</p> <p>A Gypsy and Traveller Allocations Development Plan Document is to be prepared in order to meet the needs of this sector of the community. A new Gypsy & Traveller Needs Assessment is being finalised to inform the allocations DPD.</p> <p>Ongoing customers Surveys will be used to take these minority communities into account.</p>	Borough wide	
CP32e - 7.3.2 - Common mechanisms are used to engage and consult with	Through the Summer Activities Fund 2012 , HBBC has distributed £1,979 to 11 projects from all corners of the Borough for the delivery of summer holiday activities that	Markfield, Higham, Stanton under Bardon, Earl	Parish Councils

communities and to share information	will commence in July/August.	Shilton, Barwell, Burbage, Newbold Verdon, Desford	
CP33 - Improved customer access points in rural locations based on local community need	Have trialled a housing options pilot scheme for Rural Surgeries at Newbold Verdon, Groby, Sheepy Magna and Bagworth. However, due to lack of take up, strong links have been forged with SureStart Centres to identify households with housing issues and home visits are then arranged on an individual basis. Markfield Community and sports centre touch down point continues to be well used and gives people in the rural areas ease of access to council services	Markfield	Sure start, Parish Halls, Community Centre Libraries to be able to meet with service users in rural localities.
CP34 - Support residents to help them to remain in their homes	Provision of sheltered housing schemes in rural areas: Ambien Court – Market Bosworth, Mayflower Court – Markfield, Centurian Court – Ratby, St. Giles Close – Barlestone. Tenancy Support Officer in place to help support tenants to remain in their homes.	Market Bosworth, Markfield, Ratby, Barlestone All Parishes	
CP35 - Through homeless prevention work reduce the number of households	578 cases of homelessness were prevented this year helping to reduce the use of temporary accommodation and the negative impact of homelessness on households	All Parishes	

accepted as homeless			
CP36 - Older people have improved access to advice and information to support their decision-making	Through community house projects and Markfield Community Centre support services provided for older people e.g. direct links with age concern, voluntary action and other agencies who deal with the elderly e.g. safe at home scheme, adult education, healthier life styles, community groups and activities specifically for the elderly		
CP36a - provide support and facilities for older people	Provision of lifelines from control centres to people in both urban and rural areas. Support for the development and delivery of an annual older voices forum and annual over 50's event . Over 50's event September 2012 attended by 266 delegates	All Parishes	
	DECENT WELL MANAGED AND AFFORDABLE HOMES		
CP38 - Improve the quality of residents homes	Delivery of Disabled Facilities Grants (DFG) which makes the property safe to use by residents with a disability. This also reduces accidents in the home and contributes to reduced care costs by allowing residents to remain independent for longer. The delivery of both major and minor financial assistance programmes for improving the quality of homes for residents in the private owner occupied sector who are living in sub standard accommodation and are either	All Parishes All Parishes	

	<p>£5 pre-payment meter top-up to 250 households.</p> <p>H) Emergency Fuel Provision: oil/LPG to 30 households.</p> <p>I) Install solar photovoltaic panels on homes: providing free electricity to just over 39 households.</p> <p>J) GD Assessment surveys provided by GD Advisers for:</p> <p>i) Households Over 125</p> <p>K) GD/ECO Show Home demonstrating installation and benefits of GD/Energy Company Obligation (ECO) measures.</p> <p>L) Household GD Outreach Events: promoting GD eligible measures.</p> <p>4Ways2Warmth is a multi agency programme which offers advice and support to residents within Leicestershire. The scheme offers practical ways to keep warm for less. With funding secured in Dec 2012 from the DOH a network of Warm Homes Officers (WHO) were recruited across the County, these Officers give advice to residents on boiler settings, tariffs and energy saving measures etc which is completely independent and impartial.</p>		
CP41 - Provide accommodation which is affordable in the borough	The Rural Needs and Affordable Housing Supplementary Planning Documents aim to deliver affordable housing across the borough.	Borough wide	

	Affordable Housing Delivery Plan has been approved by Council. Carlton rural exception site has funding confirmed, planning application has been submitted and approved.	All Parishes Carlton	
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Rural Areas Review Annual Report – 2012/13

HINCKLEY TOWN CENTRE, EARL SHILTON AND BARWELL

CP13 - Improve Hinckley town centre	The Hinckley Town Centre Area Action Plan (adopted March 2011) sets out the strategy for the town centre and identifies sites for development. Work is progressing to bring forward sites.	Hinckley Town Centre	Town Centre Partnership, LCC, HBBC Regeneration Team
	The Hinckley Investor Prospectus is being updated aimed at promoting development opportunities	Hinckley	
	Hinckley Town Centre Run held on 20 th June 2012, 510 runners participated in a one mile or 5k run. This brought runners and spectators into the town centre offering the opportunity to promote the town and shopping experience.	Hinckley	Hinckley Running Club, Loros, HBBC
	Hinckley got involved with the Love Your Market day on the 23rd June 2012 offering £10 rent for stalls on the Market Place and also held some entertainment for shoppers.	Hinckley	HBBC
	St George's day was again very successful and saw an increase in footfall into the town centre. All activities were positively received and excellent feedback received.	Hinckley	HBBC, Rally of Midlands

	<p>The Rally of the Midlands was once again a very successful event, with over 80 car competing and really good turnout of support</p> <p>The annual armed forces day event was changed significantly for 2012 and received a great attendance compared to previous years. The parade through the town centre went very well and was very well supported.</p> <p>The Hinckley soap box derby was again another successful event within the town centre and saw the best crowd yet. The weather was very good and dry and there were over 22 soap box entries.</p> <p>The farmer's market festival took place on Thursday 21st March 2013 and was very well supported, traders welcomed seemed the extra publicity and opportunity to trade.. There were in total 4 schools who attended and 2 pre schools/nurseries. Farm animals, wool spinners and a vintage tractor were present. Traders come from all parts of the Borough and have stands at other farmers markets including Burbage and Market bosworth.</p> <p>Remembrance Sunday was one of the best attended this year, with near on 1000 in attendance, another very well supported, successful event.</p> <p>The Hinckley Christmas lights switch on attracted over</p>	<p>Hinckley</p> <p>Hinckley</p> <p>All Parishes</p> <p>Hinckley</p> <p>Hinckley</p>	<p>HBBC, Ex-Servicemen's Club</p> <p>HBBC, BID</p> <p>HBBC and the TCP</p> <p>Royal British legion and HBBC</p> <p>HBBC</p>
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	<p>12,000 people into the town centre for the evening.. Christmas market, on stage entertainment, fair, reindeer and Santa were just a few of the attractions on the evening.</p> <p>Hinckley taxi tour was well utilised with over 80 elderly and disabled individuals from across the borough enjoying this provision.</p> <p>We once again supported the Market Bosworth Christmas lights switch on by providing staff, equipment, attending key meetings and support on the evening. The new committee were very proactive and the co-ordination was significantly improved.</p> <p>A £10k grant under the Portas town team initiative was secured, to help with website and social media development for businesses.</p>	<p>Hinckley</p> <p>Market Bosworth</p>	<p>HBBC and The united reformed church</p> <p>Market Bosworth Christmas committee and HBBC</p> <p>BID/LCC/Town Centre Partnership</p>
<p>CP13b - Support the BID to improve Hinckley Town centre and the local economy</p>	<p>Ongoing support given to the BID including the pancake race and planning for summer events.</p> <p>Ongoing support to improve the image of the town centre including regular town centre walks to identify any problems. The probation service has also started painting all town centre furniture, which will be followed by a big spring clean.</p> <p>433 Business Improvement District Levy (BID) bills were issued on 25 April, 2012, for the 2012/2013 financial year.</p>	<p>Hinckley</p> <p>Hinckley town centre</p>	<p>HBBC and Hinckley BID</p> <p>HBBC and Hinckley BID</p> <p>Town Centre Partnership</p>

	<p>Collection rates are monitored monthly and by March, 2013, over 90% of the levy had been collected.</p> <p>At the end of March 2013 the collection performance for all years of the BID was as follows:</p> <p>2010/11 - Collected 99.77% (£323.76 left to collect) 2011/12 - Collected 94.68% £7,816.90 left to collect) 2012/13 - Collected 90.41% (£14,307 left to collect)</p> <p>Continued to support the Hinckley Bid with projects throughout the year, enhancing the town centre. Two of these projects included the Hinckley motor show and Santa's Grotto.</p> <p>Ongoing work with the BID and County Council on schemes to benefit the town centre and particularly retailers</p> <p>A weekly recycling collection service is provided to BID members to provide cost effective waste management solutions, divert waste from landfill and reduce the cost of managing residual waste.</p>	<p>Hinckley</p> <p>Hinckley</p>	<p>Hinckley BID and HBBC</p>
<p>CP13c - Increase the viability of Hinckley as a shopping centre and reduce shop vacancy levels</p>	<p>A bid under the Homes & Communities Agency funding regime has been submitted in March 2013 for conversion of commercial to residential particularly at first floor level to increase town centre living. Outcome of application expected at the end of April, 2013.</p>		

<p>CP14 - Improve Earl Shilton and Barwell</p>	<p>Progressed the production of the Earl Shilton and Barwell Area Action Plan which sets out the strategy for the future development of the two settlements.</p> <p>Barwell Village Improvement Group is meeting regularly and consulted residents on ideas for improvements. A town centre fund is proposed by the developer as part of the planning application for the Barwell Sustainable Urban Extension.</p> <p>Applications for funding are being submitted by relevant Groups when appropriate (e.g. Portas Town Team– Earl Shilton Town Centre Partnership have secured £10,000 and High Street X scheme was applied for by Barwell Business Association in December 2012).</p> <p>Earl Shilton Town Team Working Group formed to support the Town Centre Partnership in delivering proposals linked to Portas funding. The Partnership will also provide a forum for highlighting and supporting the implementation of opportunities directly arising from the SUE proposal within the existing built environment of Earl Shilton as well as from other development proposals in the area</p> <p>Support given to developing “Inspire Facilities” submissions to Earl Shilton Cricket Club, The Stute and AFC Barwell’s development of Dovecote Way.</p> <p>Narrowing the gap action plan to narrow the achievement gap between those children who are at risk of poorer</p>	<p>Earl Shilton and Barwell</p> <p>Earl Shilton, Barwell</p> <p>Earl Shilton and Barwell</p> <p>Earl Shilton and Barwell</p>	<p>HBBC</p> <p>Leicestershire and Rutland Sport, Clubs, HBBC, Sport England</p> <p>HBBC</p>
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	<p>outcomes. In partnership with ELCS to increase no. of children achieving 78 points across Early Years Foundation Stage Profile (EYFSP) and 6+ in all aspects of PSED and CLL with particular focus on areas of highest concern in Earl Shilton & Barwell.</p> <p>2012 data shows the number of children achieving 78 points in Barwell is up to 60.2% (increase from 40% in 2011) and the gap between the lowest performers and the rest is decreasing (gap closed by 9.2 points)</p> <p>Earl Shilton also shows gains on 2011 data – now at 65.7% Higher than H&B and Leics figs as whole. Gap narrowed by 6.4 points. Termly meetings monitor action plan and progress reports to the Locality Partnership Group</p> <p>Assistance in obtaining £10k grant for Earl Shilton under the Portas town team.</p> <p>Working to implement findings of the Greenborough study on employment and skills and in particular to help businesses who wish to find new premises within the Sustainable Urban Extensions.</p>	Earl Shilton & Barwell, Hinckley, Westfield & Bagworth	<p>Sure Start & ELCS</p> <p>Sure Start & ELCS</p> <p>Earl Shilton Town team</p> <p>Barwell and Earl Shilton Business Associations/LCC</p>
CP18e - A safer and welcoming Hinckley night-time economy	<p>The adopted Hinckley Town Centre Area Action Plan (March 2011) vision includes aspirations for a successful night time economy.</p> <p>Ongoing Hinckley pub watch meetings with all town</p>	<p>Hinckley Town Centre</p> <p>Hinckley</p>	<p>HBBC, Pubwatch,</p>

	<p>centre pubs/ venues focusing on the town centre night time economy.</p> <p>Successful Christmas Campaign saw reductions in crime and ASB in the town centre over the Christmas period.</p> <p>Safe Place Scheme in place in the night time economy so that individuals have somewhere to go if they feel vulnerable. The safe place is the TBuzz which is volunteer led and is in town on Saturday nights.</p> <p>Ongoing support and joint working with Hinckley Town Centre, Earl Shilton and Barwell Street Pastors</p>		<p>Hinckley Bid and Police Community Safety Partners</p> <p>Volunteers/HBBC/Police</p> <p>HBBC/CSP/Street Pastors</p>
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Hinckley & Bosworth
Borough Council

A Borough to be proud of

EXECUTIVE – 10th JULY 2013

REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY DIRECTION)

RE: PROGRESS REPORT RE ESTABLISHMENT OF A HINCKLEY & BOSWORTH VOLUNTARY AND COMMUNITY SECTOR HUB

WARDS AFFECTED: ALL WARDS

1. **PURPOSE OF REPORT**

- To outline to members key progress in the establishing a Locality based Hinckley & Bosworth Voluntary and Community Sector (VCS) Hub, Forum and Commissioning Board

2. **RECOMMENDATION**

- To note the VCS Hub progress report

3. **BACKGROUND TO THE REPORT**

- 3.1. A report was presented to Executive Committee on 30th January 2013, seeking members support for the establishment of a Hinckley & Bosworth VCS Hub from April 2013. Subsequently Executive members gave their support for the following:
- That HBBC support Next Generation Community Connects (NGCC) to lead and deliver the VCS infrastructure work within the locality, through the establishment of a VCS Hub operating from the existing Next Generation building. (VCS Infrastructure provision is aimed at supporting the establishment, development and sustainability of front line VCS service delivery organisations, and brokering effective joint working between the VCS and the public sector).
 - That HBBC continue to support Community Action Hinckley and Bosworth (CAHB) to lead and deliver the community development/cohesion work within the locality, (this was subject to a review of CAHB's financial standing and forecasts, to be obtained through a review of CAHB's 2011/12 accounts)
 - That HBBC support both organisations working in partnership through the VCS Hub to develop and delivery the VCS Forum (the Locality Forum for the VCS), and a VCS Commissioning Board
 - That Executive members support the proposal to allocate the annual HBBC VCS Grant funding of £27,670 to support the delivery of work streams to be commissioned via the VCS Hub
- 3.2. The VCS Hub report was considered in conjunction with a separate report seeking member's approval for growth funds, to support the ongoing delivery and development of neighbourhood management arrangements via our three community houses, to be funded via the HRA. It was subsequently agreed that 50% of the costs of each of the Community Houses, which equates to £72,500, be off set by income from the HRA, with £32,000 ring fenced for the delivery of services for Wykin Community House, via a SLA with CAHB. The subsequent savings arising from the General Fund, £40,500, to be ring fenced as a community development fund to be transferred to the new VCS Commissioning Board.

- 3.3. The following provides an overview of progress to date in relation to the above approved recommendations. Please note appendix 1 sets out the various funding streams referred to above, against each of the work streams.
- 3.4. Summary of progress:
- Establishment of a comprehensive VCS database, following an extensive mapping exercise identifying to date, 1,197 active VCS organisations within the Borough (see Appendix 2)
 - A preliminary VCS representatives meeting on 12th March to share/test out initial thinking about the proposed VCS Forum and Commissioning Board model (see Appendix 3)
 - VCS consultation workshop on 16th May to gain detailed feedback and views on the operation of the VCS Forum and Commissioning Board – (targeted invites to 50 VCS representatives), attended by 30 VCS representatives
 - Development and circulation of a questionnaire to all 1,197 VCS organisations to inform the model
 - Press release in Hinckley Times and Borough Bulletin May 2013, to promoting progress and next steps
 - Establishment of an Executive Steering Group (including HBBC Lead Officer and Senior Finance Officer) to oversee development of the arrangements
 - Comprehensive report developed capturing the outcomes arising from 16th May consultation workshop (appendix 4)
 - Post consultation workshop meeting on 4th June 2013 to share feedback/analysis from both the workshop and questionnaire survey, with preliminary group representatives.
 - Further Executive Steering Group meeting end of June 2013 to confirm proposed Commissioning Board
 - Inaugural VCS Forum to take place early July 2013, to include a presentation on the proposed Commissioning Board model
 - Commissioning Board to be operational from end of July 2013
- 3.5. The following provides a more detailed overview of developments to date: NGCC and CAHB are working in partnership to develop these new arrangements to secure the sustainability and development of the VCS organisations within the Borough. The first stage is the establishment of an overarching VCS Forum, and in working towards this a comprehensive mapping exercise has been undertaken resulting in the identification of, to date, 1,197 active VCS organisations within the Borough. This has resulted in a VCS database and Directory. Appendix 2 provides a breakdown of these VCS organisations by category, number and percentage.
- 3.6. The database provides the most comprehensive and up to date list of VCS organisations to be held for Hinckley and Bosworth, and is a fundamental piece of work, in ensuring an inclusive and representative VCS voice in the development of the VCS Forum and Commissioning Board.
- 3.7. Given the extensive number of VCS organisations who will be invited to engage through the VCS Hub and specifically the VCS Forum, it was decided to invite a number of VCS representatives to a preliminary meeting on 12th March, to share some initial thinking about the emerging proposed model for the Forum. (Appendix 3 details the draft model for the Forum and how it links to the Commissioning Board). The proposed model depicts sub groups around themes with a lead representative to be decided by the VCS. These themed clusters of VCS organisations could decide to put in place very local arrangements to facilitate linkage with the Forum, as well as highlight opportunities for collaborative working and new partnerships.

- 3.8. Notable issues arising from the preliminary meeting include the following: a view that the VCS needs to work more collaboratively, the new Forum should not be a 'talking shop', encouraging groups to work under themed areas/clusters (reporting into the Forum representatives) was viewed as an effective initial approach enabling inclusivity given the large number of organisations who may wish to be involved.
- 3.9. Please note the draft model at Appendix 3 makes reference to a VCS Executive Group, including the Lead HBBC Officer and a senior finance officer, to inform the development of these arrangements, as well as having an ongoing overview role.
- 3.9. Following on from the initial engagement meeting on 12th March, broader VCS views have been sought, firstly via the circulation of a questionnaire to each of the groups on the newly established database, to get as much feedback and opinion about the proposed arrangements and how they could work.
- 3.10. Secondly, a VCS consultation workshop took place on 16th May 2013, at the Concordia Theatre in Hinckley, attended by 30 representatives from the voluntary and community sector, drawing on their experience and expertise, to help inform the new VCS Forum and supporting arrangements, as well as the VCS Commissioning Board.
- 3.11. A comprehensive report summarising the outcomes arising from the consultation workshop, and taking into account feedback from the returned questionnaires, has been developed (appendix 4). There is considerable consensus in views, and in particular the importance of the Forum in supporting VCS learning and development, collaboration, communication, and a key mechanism for listening to and capturing the voice of the local people of the Borough.
- 3.12. It is important to stress that considerable time has been taken in the development process to date, to ensure that the VCS have had every opportunity to be engaged and to inform the arrangements - in practice this has resulted in a core of approximately 30 VCS organisations being engaged throughout. It has been extremely important to the key partners to ensure that the VCS feel that they are owning and shaping these arrangements, not being done to.
- 3.13. At a time when funding for charities and community groups has become even more difficult to obtain, the aim of the Commissioning Board is to provide a fair and accessible way of commissioning services, informed by a sound and representative evidence base via the Forum. The ambition overtime will be to secure funding/commissioning arrangements via all key statutory agencies, with a clear demonstration of impact and value for money, aligned to Borough wide priorities. Representation to key delivery partnerships within the Borough to influence funding allocation, to help shape service design and delivery options, should be a key role for the Forum.
- 3.14. The concept of the VCS Commissioning Board is new to both the VCS and the Borough. The proposed model to date suggests a core Board membership to include representatives from the key statutory agencies, including two HBBC representatives, and appropriate representation from the VCS. In addition it is proposed that the Board will include 'expert' representatives appropriate to the area of work being commissioned.
- 3.12. In addition to the above NGCC has continued to undertake activities, in the development of the NGCC building becoming operational as a VCS Hub and a town centre location to complement the new Hinckley statutory agency Hub, e.g. a town centre access point established for the Clockwise Credit Union provision has been operational from 1st April 2013. The promotion of this town centre facility and it's role

in signposting people to appropriate support, will become increasingly important in facilitating a link with the new Hinckley Hub.

- 3.13. It should be noted that CAHB have submitted all necessary financial information, providing HBBC with the necessary assurances of CAHB's financial position moving forward for the year 2013/14.

4.0. FINANCIAL IMPLICATIONS (KB)

HBBC currently allocate £27,670 of funding on an annual basis to support VCS arrangements, for 2013/14 this fund will be allocated to the Next Generation Community Connect VCS Hub. This budget for 2013/2014 was approved as part of the budget setting process.

The total budgets for the Barwell and Earl Shilton Community Houses for 2013/2014 are £32,190 and £81,640 respectively. These are financed from the base budget and were approved as part of the 2013/2014 budget setting process.

The allocation of funding for the Wykin Community House via CAHB has been considered reasonable following a review of the body's financial standing and forecasts. On this basis a £32,000 expenditure budget will be included for 2013/2014. No supplementary budget is required for this amount as £33,010 budget was included in the base budget for the previous year.

In order to fund the expenditure budget and the additional contribution to the VCS Hub, the following supplementary budget requests will be made from Executive:

- £40,500 HRA expenditure budget to fund Community Houses within the General Fund.
- Corresponding income budgets of £40,500 within the General Fund to reflect the receipt of income from the HRA and payment to the Barwell and Earl Shilton Community Houses (£20,250 each)
- £40,500 VCS General Fund expenditure budget.

Funding for the Community Houses from the HRA is permitted under the HRA ring fence, on the basis that the property is within the HRA and the provision serves Council tenants. Any additional allocation of funding which is not provided solely for this purpose should be reviewed further to ensure compliance with the ring-fence.

5.0. LEGAL IMPLICATIONS (LH)

- 5.1. None arising directly from this report.

6.0. CORPORATE PLAN IMPLICATIONS

The contents of the report relate to and support the following strategic aims:

- Cleaner and Greener Neighbourhoods
- Thriving Economy
- Safer and Healthier Borough
- Strong and distinctive communities

7.0. CONSULTATION

This report has taken account of the ongoing consultation undertaken by NGCC and CAHB in establishing a comprehensive VCS database and Directory, to inform the development of the VCS Forum and Commissioning Board.

10. 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
Lack of sustainability of key VCS organisations within Hinckley and Bosworth, resulting in no VCS infrastructure arrangements within the locality	Establishment of the H&B VCS Partnership and supporting work streams	Edwina Grant

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

The utilisation of up to date evidence sources and data, informed via the key VCS organisations within the locality, has helped to inform the need to consider alternative approaches to the sustainability of the VCS within Hinckley and Bosworth, to focus resources on priority needs across all areas of the Borough, including rural Hinckley and Bosworth.

12. **CORPORATE IMPLICATIONS**

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

Background papers: None

Contact Officer: Edwina Grant, Ext 5629

Executive Member: Cllr David Bill

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Next Generation Community Connect VCS Hub

- Lead and deliver VCS infrastructure/partnership development work within the locality
- Retain existing Trustee Board , Management and charitable status
- Retain delivery of central structure NG Community Connect services
- Continue to develop positive partnerships with a range of agencies both statutory and VCS integrating into the VCS Hub as required and requested by HBBC and other bodies.

Funding allocation £27,670 from HBBC annual VCS Grant Fund, to support infrastructure role, and lead role in establishing VCS Forum and Commissioning Board

Community Action Hinckley & Bosworth

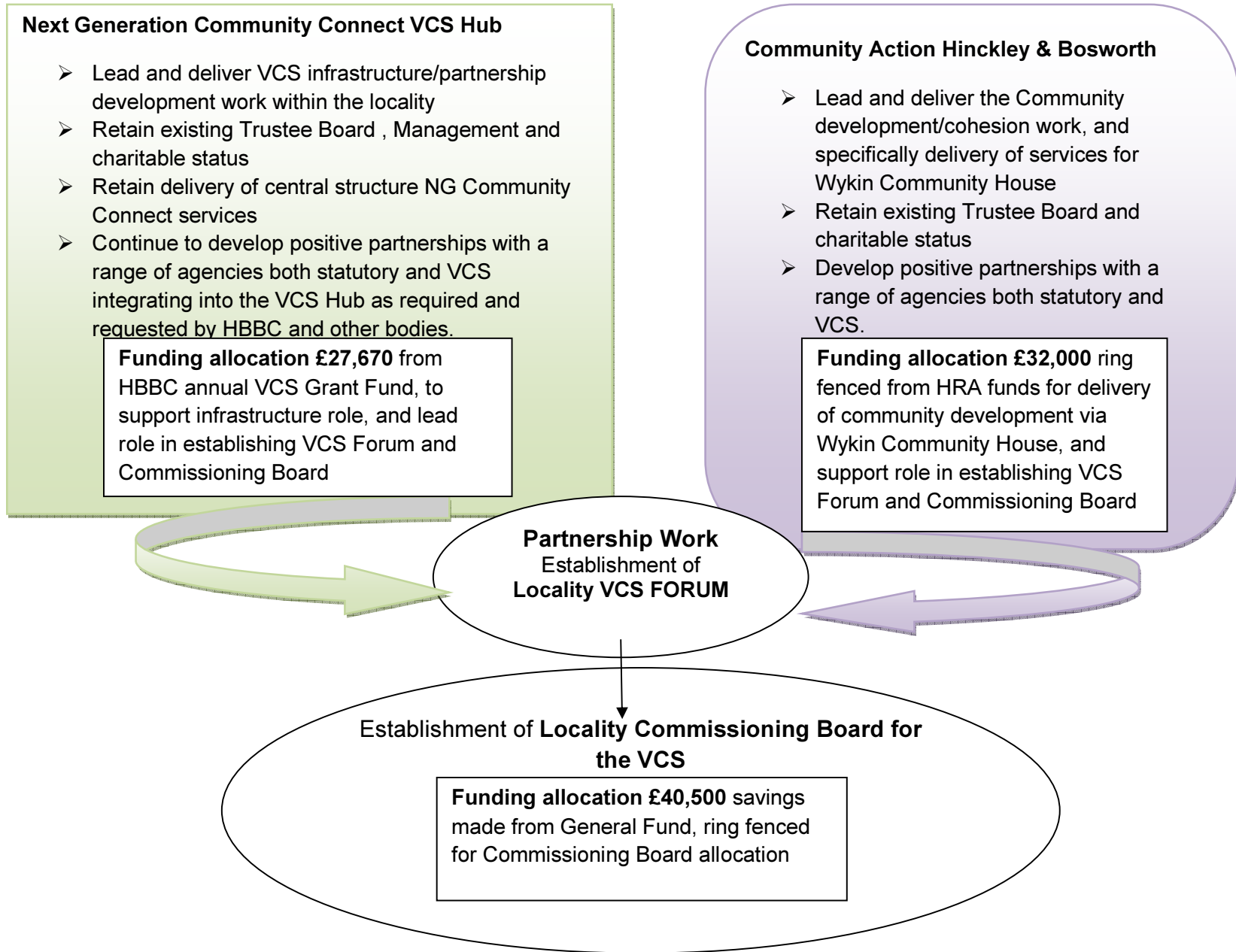
- Lead and deliver the Community development/cohesion work, and specifically delivery of services for Wykin Community House
- Retain existing Trustee Board and charitable status
- Develop positive partnerships with a range of agencies both statutory and VCS.

Funding allocation £32,000 ring fenced from HRA funds for delivery of community development via Wykin Community House, and support role in establishing VCS Forum and Commissioning Board

Partnership Work
Establishment of
Locality VCS FORUM

Establishment of Locality Commissioning Board for the VCS

Funding allocation £40,500 savings made from General Fund, ring fenced for Commissioning Board allocation



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Appendix 2

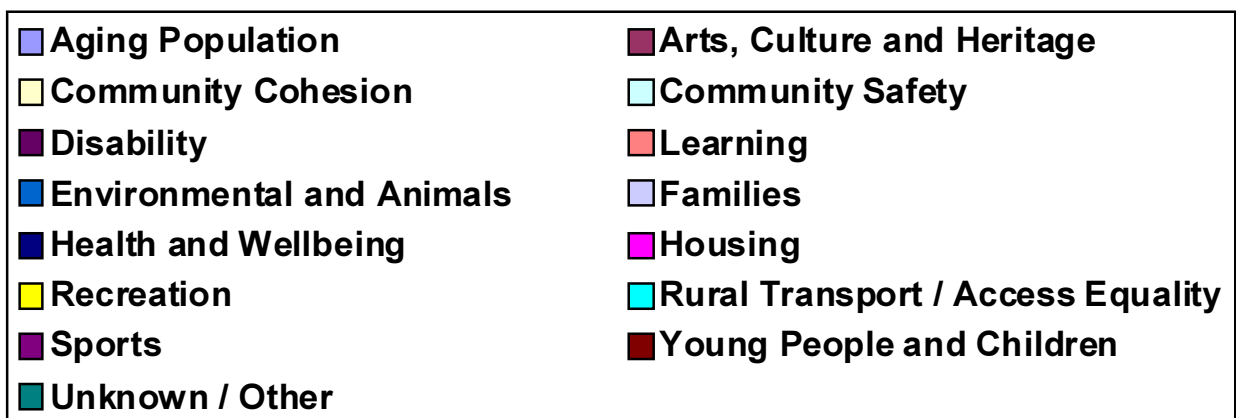
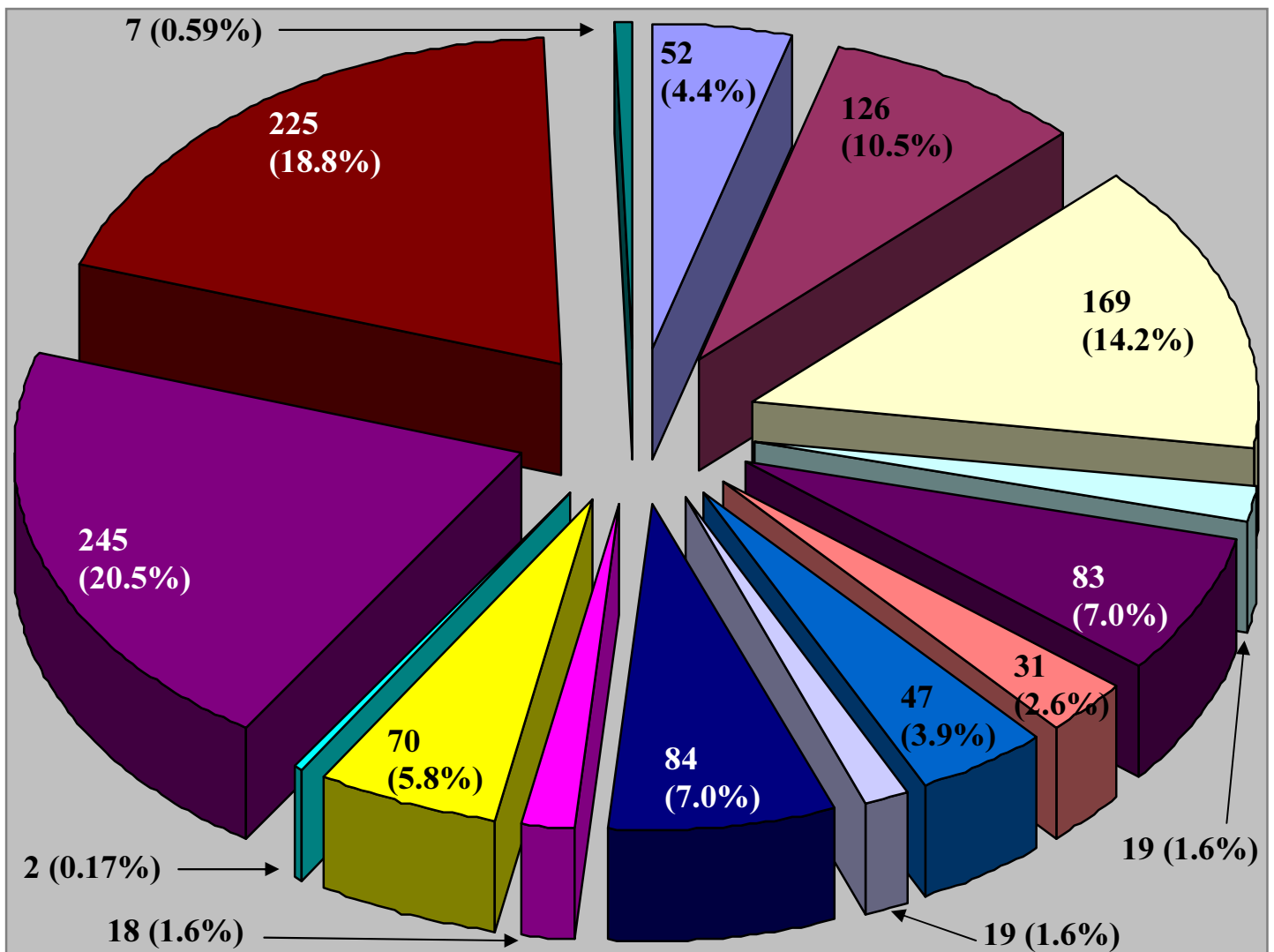
Voluntary and Community Sector Organisations in Hinckley and Bosworth

Category of Organisation	Number of Organisations
Aging Population	52 (4.4%)
Arts, Culture and Heritage	26 (10.5%)
Community Cohesion	69 (14.2%)
Community Safety	19 (1.6%)
Disability	83 (7.0%)
Environmental and Animals	47 (3.9%)
Families	19 (1.6%)
Health and Wellbeing	84 (7.0%)
Housing	18 (1.4%)
Learning	31 (2.6%)
Recreation	70 (5.8%)
Rural Transport / Access Equality	2 (0.17%)
Sports	245 (20.5%)
Unknown / Other*	7 (0.59%)
Young People and Children	225 (18.8%)

Total Number of Organisations: 1,197

*There is evidence to suggest they are active but not what their activities are.

Categories of VCS Organisations

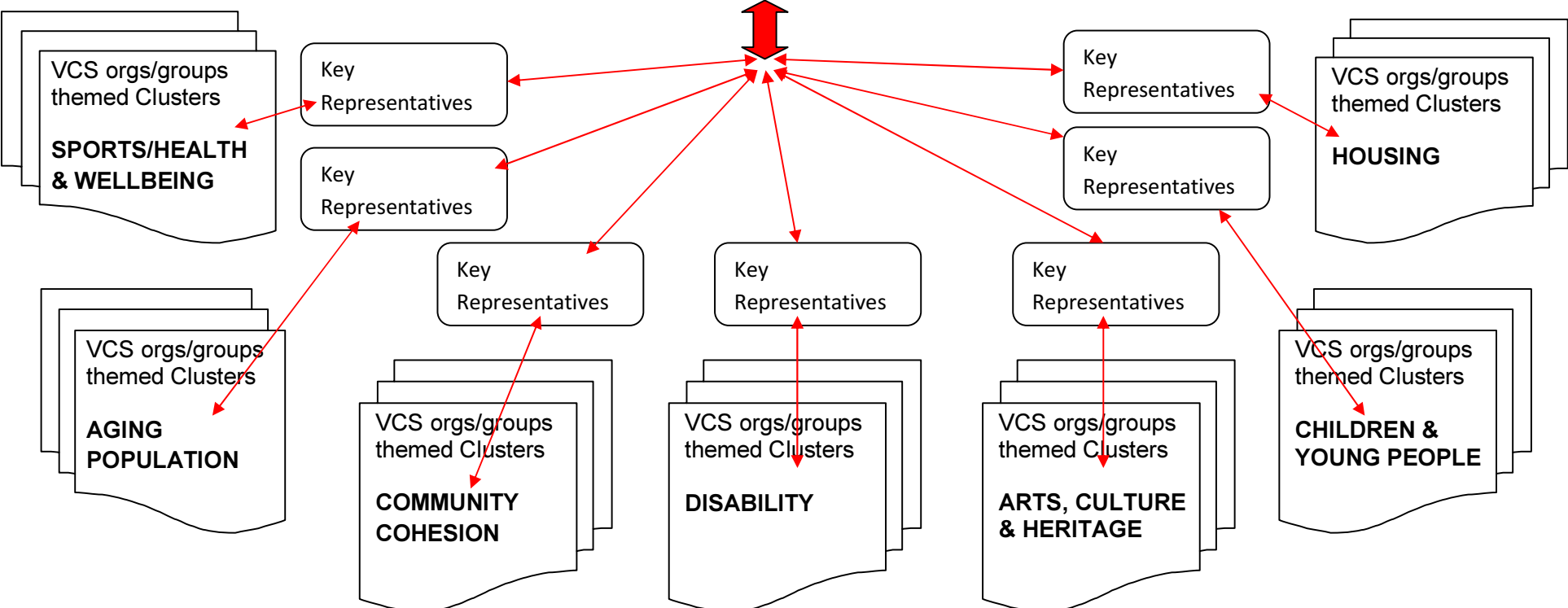


Commissioning Board
For the Voluntary/Community Sector within the Borough of Hinckley & Bosworth
*Board representatives to be appointed

VCS Executive Steering Group:
NGCC
CAHB
HBBC Link Officer
HBBC Finance Officer

Voluntary and Community Sector Forum
*Development in progress. Forum could take formal membership/consortium approach or may initially be informal approach.
Forum will be aiming for initially approx 30 **key representatives**

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*The above is an example and does not represent the potential final themes

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**Next Generation Community Connect
Hinckley and Bosworth Borough Council
Community Action Hinckley and Bosworth**

VCS PARTNERSHIP PROGRESS REPORT



n e x t g e n e r a t i o n

Working positively with the Community

WORKING POSITIVELY WITH THE COMMUNITY

Purpose: To give an overview of the VCS Partnership progress; to give an overview of the development process thus far; to provide summarised feedback from the VCS Workshop; to analyse this feedback and information to provide an evidential basis for the future development of the VCS Forum and Commissioning Board.



n e x t g e n e r a t i o n

Working positively with the Community

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1.4 Conclusion and Summary

1.1 Introduction – VCS Development Analyst

The Voluntary and Community Sector Partnership (VCS) is broadly that Next Generation Community Connect (NGCC) and Community Action Hinckley and Bosworth (CAHB) are working together with Hinckley and Bosworth Borough Council (HBBC) to develop a successful, transparent and collaborative VCS Forum and Commissioning Board. This Partnership will provide and maintain a mechanism for capturing the voice of the VCS, enabling collaborative partnerships and effectively allocating funding based on identified needs and values.

I began working on the VCS Partnership project in January 2013. I was employed by HBBC as a Research Analyst intern, tasked with a mapping exercise to uncover how many VCS organisations and groups were currently active in the Borough. Very limited information existed prior to this.

The project evolved to include the creation of a VCS Database and a VCS Contact Directory which lay out the names of the VCS organisations, what their activities are and a range of contact details. Significant work and time went into producing each database, which currently contain, as of the 28th May 2013, 1,162 VCS organisations.

During the project, I attended the VCS Partnership meetings between NGCC and CAHB, contributed ideas and had the responsibility of independently producing minutes of those meetings.

I completed my internship at HBBC in April 2013. My internship was then extended to working within NGCC but with the role of VCS Development Analyst. I am now responsible for using the information gathered in the VCS Database and elsewhere within the process, such as the VCS Initial Group Meeting, VCS Consultation Questionnaire, and VCS Workshop to inform the development of the VCS Forum and Commissioning Board.

Being new to the area of Hinckley and Bosworth and new to the VCS itself, I have been able to offer a fresh, objective and independent outlook on the VCS Partnership, the

gathering and use of large sources of information and on the development of the VCS Forum and Commissioning Board.

Due to this, I have been asked by NGCC, HBBC and CAHB to produce this report in aid of the themes of transparency and objectivity that have run throughout the project thus far.

Ben Darlow

VCS Development Analyst

Research Analyst

28th May 2013

1.2 Lead Officer's Overview – Next Generation Community Connect

In August 2012, following the submission of the Next Generation Community Connect's (NGCC) vision and strategic aims for 2013, negotiations commenced with Hinckley & Bosworth Borough Council (HBBC) to form a partnership between Hinckley & Bosworth Borough Council, Next Generation Community Connect and Community Action Hinckley & Bosworth (CAHB) to:

1. Create a robust mechanism that enables the knowledge and expertise of the Voluntary & Community Sector (VCS) to be recognised and shared across the VCS enabling positive partnerships and sustainability.
2. Form a new vibrant, pro-active Forum for the VCS that would be representative of the collective aims and objectives of the VCS. In turn the VCS Forum's and HBBC authority's aims and objectives, will collaboratively align to develop and form the new Locality Commissioning Board.
3. Continue the development of a local VCS Hub, complementing the new statutory hub.

Both NGCC and our partners CAHB , recognised in the early days of this partnership that we had a mammoth task ahead, particularly that our main objective was to include as many of the VCS in the Borough as possible no matter how small!

- Initially the partnership tasked Ben Darlow, a University Intern, to create a comprehensive data- base as there were only around **380 VCS bodies listed**. To date Ben has identified **1,162** and still rising, with contact details for around 2/3rds.
- We held an **initial steering group meeting of around 10 VCS representatives** which came from different themed areas of the VCS. The purpose of this was to explore ways in which we could ensure inclusion and transparency which was paramount to the whole process.

- To capture the thoughts, opinions and ideas from the wider VCS, we held a VCS Workshop with **invitees from approximately 50 key organisations from across the Sector**. The invite included an overview of the partnership,
- a recent press release, and a consultation questionnaire covering the opportunities to have a collective opinion on the proposed VCS Forum and future Commissioning Board.
- With regard to the wider 1,162 identified VCS organisations, we have sent out as many as practicable, with the overview, press release and the consultation questionnaire.

I feel that this is a very exciting time for both the VCS and the Authority in Hinckley & Bosworth and I am confident that this will be an effective approach to the VCS/Authority relationship and bring new opportunities for a vibrant VCS services within our Borough, and ultimately be a cost effective approach to the funding of the Borough's VCS organisations.

Shani Smith

Chief Officer – Next Generation Community Connect

28th May 2013



n e x t g e n e r a t i o n

Working positively with the Community

1.2.1 VCS Organisations Statistics – Table

Category of Organisation	Number of Organisations
Aging Population	52 (4.4%)
Arts, Culture and Heritage	26 (10.5%)
Community Cohesion	69 (14.2%)
Community Safety	19 (1.6%)
Disability	83 (7.0%)
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Recreation	70 (5.8%)
Rural Transport / Access Equality	2 (0.17%)
Sports	245 (20.5%)
Unknown / Other*	7 (0.59%)
Young People and Children	225 (18.8%)
Total	1,162

*There is evidence to suggest these organisations exist but not what their activities are.

1.2.2 VCS Organisations Statistics – Pie Chart

VCS Organisations - Statistics



1.3 Overview and VCS Consultation Workshop Report

1.3.1 Introduction

There have been a significant number of steps within the VCS Partnership process leading up to the VCS Consultation Workshop. The VCS Partnership has held a significant number of meetings between its partners and with HBBC officers. In addition, there have been numerous meetings relating to the planning and preparation for the Council Executive presentation.

The first core step was the mapping exercise and research that went into the VCS Database and Contact Directory. Over the course of 3 months (January – April 2013), I used a methodology that had 2 core trunks. Firstly, I liaised with large organisations, gathered their information and contact details which provided further leads, funnelling down to the smallest organisations.

Secondly, I undertook a large internet canvassing exercise, browsing over 2,500 unique websites and targeting research at a number of key VCS themes and services. The groups found were then verified by either contacting them or by confirming their recent activities. The current verified database stands at 1,162 organisations.

Utilising this information, NGCC and CAHB then invited approximately 12 core representatives from across the VCS to attend a VCS Initial Group Meeting on the 12th March 2013. This was to be open and transparent in discussing initial ideas and thoughts for the development of the VCS Forum and Commissioning Board.

Next, NGCC sent out a VCS Consultation Questionnaire, on the 30th April 2013, to approximately 500 VCS Organisations in order to engage in an effective consultation and gain as much feedback and information as possible regarding the VCS Forum and Commissioning Board development.

To further the process of consultation, NGCC and CAHB organised and sent invitations to approximately 50 core VCS representatives, inviting them to attend

a VCS Consultation Workshop. The aim of this workshop was to gather feedback and information to analyse, the results of which will be discussed below.

A current step that is in progress is the invitation of another set of core VCS representatives to attend a VCS Forum Steering Group, the agenda currently includes a discussion of a core value set and a presentation of this report.

1.3.2 Main VCS Consultation Workshop Report

The VCS Consultation Workshop took place on 16th May 2013 and was an all-day event held at the Concordia Theatre. There was an impressive attendance of approximately 30 people and all were enthusiastic, constructive and proactive throughout the day.

The purposes of the workshop were to share information with the VCS on the Partnership development to date; to capture the local voice of the VCS in shaping the VCS Forum and Commissioning Board and to gather general thoughts on its development.

There were 5 core sessions throughout the day. Session 2 involved group discussions about what makes a vibrant and effective VCS, Session 3 was a SWOT analysis of the VCS, Session 4 was an exercise where groups had to rank certain functions in order of importance, Session 7 was discussing a VCS Forum Model, Session 8 was discussing a VCS Commissioning Board Model and, finally, Session 9 was an activity where the responsibilities of such a Commissioning Board were discussed.

Discussed below are the core themes and feedback from each of the group exercise sessions.

1.3.2.1 Session 2: What makes a vibrant and effective VCS?

In this session, the groups had to choose 1 of 4 perspectives (VCS, Local People, HBBC and National Government) to look at the question of what characteristics a vibrant and effective VCS has. Out of the 5 tables, 4 chose to the Local People perspective and 1 chose the VCS perspective. This in itself demonstrates that the consensus that Local People are core to the vibrancy of the VCS.

The following is a visualisation of the core themes of the session, the bigger the word the more important the theme was within the exercise.



Key Feedback

- There was an emphasis on the importance of values of social equality and inclusion within the VCS.
- The VCS needs a strong infrastructure to be able to be at its most vibrant and for its services to be the most effective. Moreover, there should not be any gaps in service provision or duplication of those services.
- For the VCS to be effective there needs to be a system of more efficient funding and better use of resources, both human and financial.
- There needs to be collaborative working both between VCS organisations and between the VCS and the Local People.

- There needs to be a way to find out what the needs of the Local People are effectively and to meet them with valuable and high quality services.
- Throughout all of the above, there needs to be a simple, transparent, non-bureaucratic process that is sustainable and responsive to need.

1.3.2.2 Session 3: Strengths, Weaknesses, Opportunities and Threats analysis of the VCS

This session asked each group to produce a SWOT analysis, outlining the current SWOTs of the VCS. Below is a table highlighting the core themes:

Strengths



Weaknesses



Opportunities



Threats



1.3.2.3 Session 4: Importance of roles and functions ranking exercise

Within this exercise, each group was given a set of cards with possible roles and functions for the VCS Partnership on. The aim was to rank each potential activity that the VCS Partnership could or should be doing, from the most important to the least important. Some core activities were highlighted as important by all groups.

Developing a VCS Borough Strategy

Collaborating, in terms of between VCS Groups and the VCS and Local People

Listening to and capturing the voice of the local people in the Borough

Communicating with VCS Borough Groups and bringing them together

Key Feedback

- Developing a VCS Borough Strategy was ranked as the *most* important by 3 of the 5 group tables.
- Communicating with VCS Borough Groups, Capturing the voice of the Local People and Collaboration were ranked within the top 4 most important by each of the 5 group tables.

1.3.2.4 Session 7: The VCS Forum Model

In this exercise, each group was asked 3 questions, to encourage thinking and discussion about the form the VCS Forum should take: (1) What should the VCS Forum be doing? (2) Who can/should participate? and (3) When/how frequently should the VCS Forum meet? Below are visualisations of the core feedback to each question:

(1) What should the VCS Forum be doing?



(2) Who can/should participate in the VCS Forum?



(3) When/how frequently should the VCS Forum meet?



Key Feedback

- There was an emphasis on the importance of the VCS Forum bringing together the VCS, representing and consulting the VCS and bringing both the VCS voice and voice of the local community to the VCS Forum.
- The VCS Forum should also be about the facilitation of networking between groups with an eye to collaborative working, partnerships and the pooling of knowledge and expertise. This would also go towards the identified important aim of avoiding duplication of services.
- It was seen as very important the VCS Forum effectively filtered relevant and accurate information to the VCS Commissioning Board. It should also select the VCS members of the Commissioning Board.
- The VCS Forum should set the core values of how it should work as well as have the aim of promoting awareness of the VCS in the Borough.
- It should work alongside the Commissioning Board to develop a funding application process that is accessible.

- The VCS Forum should be open to all VCS organisations but in several ways of participation. This could be attending the Forum itself or attending a localised themed category meeting and sending a representative to the Forum.

- The main consensus was that the Forum should meet quarterly but with allowances to meet flexibly or specially if necessary for whatever reason.

1.3.2.5 Session 8: The VCS Commissioning Board Model

This exercise was similar to Session 7, in that it asked the same 3 questions but directed at the VCS Commissioning Board: (1) What should the Commissioning Board be doing? (2) Who can/should participate? and (3) When/how frequently should the VCS Commissioning Board meet? Below are the visualisations of the core feedback to each question:

(1) What should the VCS Commissioning Board be doing?

Allocating.Funding
Seeking.Funding
Specialist.Knowledge
Transparency

(2) Who can/should participate in the VCS Commissioning Board?

Main.Body
Expert.Body
VCS.Specialists

(3) When/how frequently should the VCS Commissioning Board meet?

Quarterly
Response.to.Need
Special

Key Feedback

- It was felt that the VCS Commissioning Board should be actively seeking funding as well as effectively and transparently allocating it.
 - In general, the Commissioning Board should enable transparent processes.
 - It should also utilise the specialist knowledge that the VCS Forum will be able to filter to it.
-
- It was the consensus that there should be some kind of main or core body consisting of selected VCS representatives and key HBBC officers.
 - There should be an body of co-opted experts that change depending on the nature and theme of the funding being discussed.
 - There should also be a body of VCS experts in the themed area of the funding being discussed.
-
- The consensus was that the Commissioning Board should meet in response to need but potentially quarterly as a starting point.

1.3.2.6 Session 9: The model for funding allocation within the VCS Commissioning Board

This exercise asked the groups to think about how the process of funding allocation should be made by the Commissioning Board and what should inform its decision making process. Below is the visualisation of the core feedback within the exercise:

Proportionate Value Circumstances

Key Feedback

- The consensus was that decisions regarding funding should be made on the value and circumstances of the case, rather than through a rigid structural process.
- There should be considerations in regard to proportionate funding based on the amount and type of the funding as well as what theme the VCS group is from. This will be to prevent disproportionate funding.
- There should be 1 Commissioning Board that deals with multiple funding streams, rather than multiple Commissioning Boards that each deal with 1 funding stream.

1.3.2.7 VCS Consultation Questionnaire Analysis

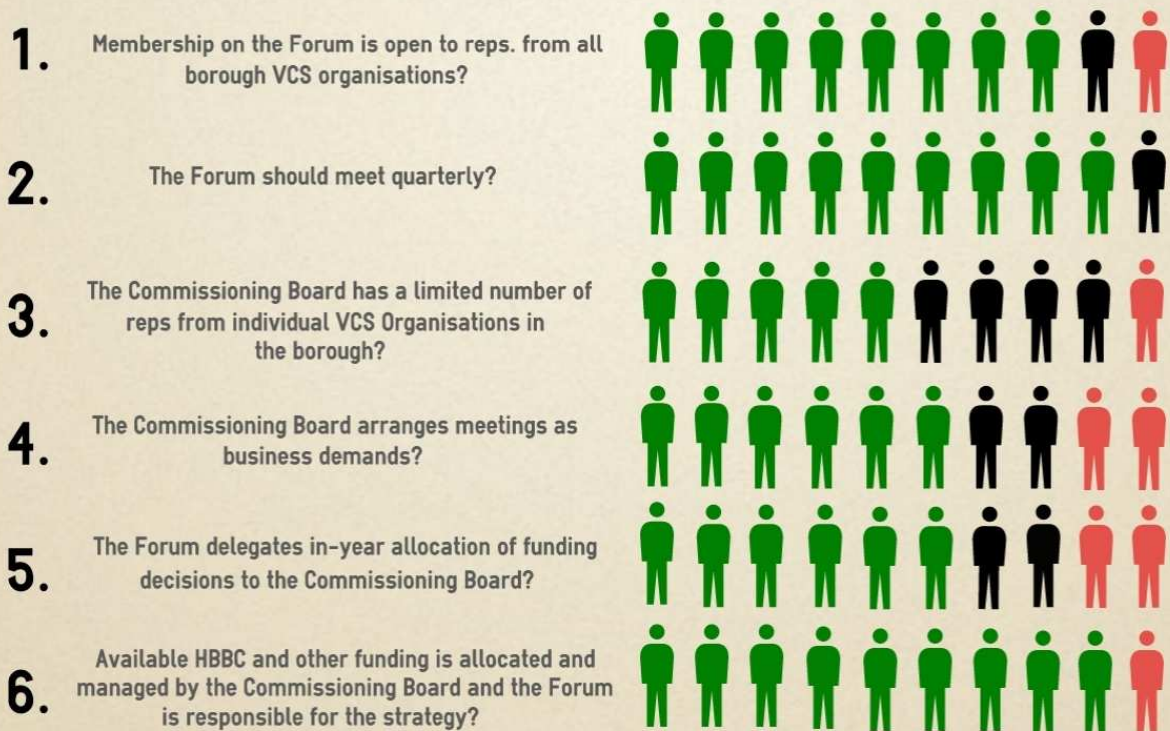
VCS Questionnaire Results

Over 450 Questionnaires were sent out to a wide range of people across the VCS

There were 3 core question sections:

- » VCS Commissioning Board
- » VCS Forum
- » Allocation of CB Funding

A number of questions were asked, below are the key responses:



Green indicates agreement, Red indicates disagreement.
Black indicates neither agreement nor disagreement

1.4 Conclusion and Summary

It is clear from the consultation, both the Questionnaire and Workshop, that there are some core principles that the VCS value above all others. These are collaborative working and partnerships and the provision of sustainable and high quality services, which are key to the effectiveness of voluntary services in the Hinckley and Bosworth Borough. The individual VCS organisations in Hinckley and Bosworth are dedicated and their people are knowledgeable but this expertise is not being utilised efficiently or effectively across the Borough.

These organisations understandably have their own agendas but this was identified as a key weakness and counter-productive to collaboration. This process has shown there is desire and enthusiasm for stronger partnerships. A further weakness is the financial insecurity facing VCS organisations in the Borough, there is no guaranteed system of efficient funding and it is difficult to work together when there is limited capacity.

A VCS Forum and Commissioning Board would go a long way to solving these issues, the needs and voice of the VCS would be heard through the Forum and answered through the Commissioning Board. A guaranteed process would be in place to enable effective and efficient allocation of funding. This would lead to higher quality services being provided, as a whole, by the VCS and thus the VCS would become more vibrant and effective.

The Forum could meet quarterly and be made up of key representatives from each of the categories of the VCS. The 1,162 groups could work and meet locally amongst their category to select perhaps 2 people to represent them at the Forum. It would be a mechanism to encourage networking and collaboration and would capture the needs of the VCS and translate them to the Commissioning Board.

The Commissioning Board could again meet quarterly but consensus was nearer it meeting in response to need. Its goal would be to effectively, efficiently and transparently allocate funding based on value and circumstances. It would be made up of a main body of VCS representatives selected by the Forum and core HBBC officers, a changing expert body of specialists depending on the category of funding and a VCS specialist body of voluntary experts in that category.

It is an exciting time for the VCS in Hinckley and Bosworth and the development of a VCS Forum and Commissioning Board is breaking new ground in the area, and possibly the country.

Ben Darlow

VCS Development Analyst

Research Analyst

28th May 2013

1 – Report independently produced by Ben Darlow between 28th and 29th May 2013. For further information, please email vcinfo@nxt-gen.org.uk.

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