

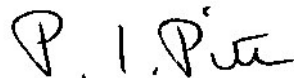
Steve Atkinson MA(Oxon) MBA MloD FRSA
Chief Executive

Date: 14 January 2008

Dear Sir/Madam

I hereby summon you to attend a meeting of the **HINCKLEY & BOSWORTH BOROUGH COUNCIL** in the Council Chamber at these offices on **TUESDAY, 22 JANUARY 2008 at 6.30 pm.**

Yours faithfully



Pat Pitt (Mrs)
Corporate Governance Officer

AGENDA

1. Presentation. His Worship the Mayor will present certificates to Sports Award Winners.
2. Apologies.
3. To confirm the minutes of the meeting held on 11 December 2007 attached marked C55.
4. To be advised of any additional items of business which the Mayor decides by reason of special circumstances shall be taken as matters of urgency at this meeting.
5. 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.
6. To receive such communications as the Mayor may decide to lay before the Council.

7. To receive petitions presented in accordance with Council Procedure Rule number 10.11.
8. To deal with questions under Council Procedure Rule number 11.1.
9. Position Statement. The Leader of the Council will give a brief presentation.
10. To consider the following reports:
 - (a) Calendar of meetings – May 2008 to May 2009. Attached marked C56. (Pages 1-3).
 - (b) Corporate Performance Assessment – submission for Recategorisation. Attached marked C57. (Pages 4-9).
 - (c) Visioning for the Future – debate on draft priorities and targets. Attached marked C58. (Pages 10-13).

To: All Members of the **HINCKLEY & BOSWORTH BOROUGH COUNCIL**
(other recipients for information).

HINCKLEY AND BOSWORTH BOROUGH COUNCIL
11 DECEMBER 2007 AT 6.30 P.M.

PRESENT: MR. K.W.P. LYNCH - MAYOR
MR. J.G. BANNISTER - DEPUTY MAYOR

Mrs. M. Aldridge, Mr. P.R. Batty, Mr. D.C. Bill, Mr. J.C. Bown, Mr. S.L. Bray, Mrs. R. Camamile, Mr. M.B. Cartwright, Mr. D.S. Cope, Mr. W.J. Crooks, Mrs. S. Francks, Mrs. A. Hall, Mr. P.A.S. Hall, Mr. D.W. Inman, Mr. C.G. Joyce, Mr. C. Ladkin, Mr. M.R. Lay, Mr. R. Mayne, Mr. T. McClure, Ms. W.A. Moore, Mr. K. Morrell, Mr. K. Nichols, Mr. L.J.P. O'Shea, Mrs. J. Richards, Mr. A.J. Smith, Mr. B.E. Sutton, Mr. R. Ward and Mr. D.O. Wright.

Also in attendance: Messrs. R. Birch and M.D. Clarricoats, independent members of the Standards Committee.

Officers in attendance: Mr. S.J. Atkinson, Mr. A. Bottomley, Mr. P.F. Cash, Mr. B. Cullen, Miss L. Horton, Mr. S. Kohli, Mrs. P.I. Pitt and Mr. T.M. Prowse.

365 **PRAYER**

The Reverend Dr. Robert Stephen offered prayer.

366 **APOLOGIES**

Apologies for absence were submitted on behalf of Messrs. P.S. Bessant, C.W. Boothby, J.D. Cort and D.M. Gould.

367 **MINUTES (C46)**

It was moved by Mr. Bown, seconded by Mr. Crooks and

RESOLVED - the minutes of the meeting held on 30 October 2007 be confirmed and signed by the Mayor.

368 **DECLARATIONS OF INTEREST**

No interests were declared at this stage.

369 **MAYOR'S COMMUNICATIONS**

The Mayor indicated that Mr. Ward, following the scam device discovered in a 'hole in the wall' facility in Atkins Way, Hinckley and other instances reported in the national press, had asked that the Chief Executive arrange to have this issue highlighted to all residents of this Borough as a matter of urgency during the festive season.

The Mayor announced that there were a few tickets still remaining for the 'Christmas Cracker' event at the Marston Stadium on 21 December 2007.

Finally, the Mayor thanked those officers who had assisted at the recent civic carol service, paying particular tribute to Jo McLaren. The service had been well attended and £615 had been raised on behalf of the Mayor's charities.

Mr. Ladkin entered the meeting at 6.40pm.

370 QUESTIONS

The following questions and replies were received in accordance with Council procedure rule 11.1:-

(a) Question raised by Mr. A.J. Smith and addressed to Mr. S.L. Bray

"Could the Executive Member responsible for Town Centre issues outline the progress being made on the redevelopment of the town centre?"

Response from Mr. S.L. Bray

"Can I thank Cllr Smith for his question.

Progress on the regeneration of Hinckley Town Centre is being made in a number of areas and is regularly fed back and discussed through the Town Centres Working Party meetings, through which Members are represented on a cross-party basis. Key activities in the policy and regeneration service can be highlighted as follows:-

Town Centre Regeneration Plan - Since the adoption of this document, activities have developed as follows:-

- The demolition of the YMCA building on the Bus Station site took place yesterday and is the first step in the development of this site. The publication of a development brief, incorporating a timetable for delivering site regeneration has recently been published. It is the intention to commence the contract with a preferred developer in June 2008. The selected developer will then begin the detailed design work and the securing of the necessary interests to provide the retail and leisure/culture mix. The timetable incorporates the reporting to Council of key milestones as the process moves forward towards that point.
- In respect of the Atkins site, demolition (excluding the Goddard Building) will start in January for completion by March 2008.

On other identified strategic development sites (i.e. Stockwell Head, Fludes and the Railway Station site), Officers have had ongoing discussions with developers. Whilst it is correct to say there is interest and pressure on the majority of the identified sites, negotiations need to be comprehensive to ensure the Council achieves the best possible solution for each site.

In addition, the Town Centre Area Action Plan has recently been through public consultation on its preferred options. The outcome of this consultation will be reported to Members early in 2008.

In the last few months resurfacing and the installation of heritage lighting has taken place at Chapel Yard, Bell Entry, Crown and Anchor Yard, Vernons Yard and Cross Keys. A recent bid for a major environmental scheme to Upper Castle Street has also been submitted to the Leicestershire Economic Partnership.

Work on a strategic developer contributions document, designed to deliver elements of the public realm, highway improvements and assist with consolidation of car parking provision within the Town Centre, is nearing completion and will be subject to consultation next year.

Further, Members will be aware that the Council is pursuing a Business Improvement District for Hinckley Town Centre. The Business Development Plan is to be launched before Christmas. Further publicity outlining future activities will be published in the first edition of a monthly newsletter to be published in December. A ballot on the BID is scheduled to be held in June 2008."

(b) Question raised by Mr. R. Ward and addressed to Mr. S.L. Bray

"The Conservative Group welcomes the recent announcement through the media and Borough Bulletin in respect of the timetable for the progress on the Bus Station site. When will this important matter be brought before the Council for consideration?"

Response from Mr. S.L. Bray

"I thank Cllr Ward for his question, as it gives me the opportunity to reinforce the very positive progress we are now making on this site which, as he will know, has had no attention (in terms of real action) for many years. However, the more recent action has been supported by the Town Centre Working Party, which has led to the production of a development brief and timetable for moving forward the regeneration of the site with a preferred development partner.

These activities follow on from proposals agreed through the Town Centre Regeneration Plan and the Town Centre Area Action Plan and have been openly discussed with and positively supported by those who own land within the site.

The Development Brief identifies our ambitions as:

- a significantly improved retail shopping offer
- a new state-of-the-art multi-screen cinema and other supporting leisure facilities
- a high quality development with landmark buildings of which people can be proud
- a fully sustainable development, enhancing the public realm in this key area and improving transport facilities

Matters concerning the development of the two documents have been considered by Council at key stages over the last few years, in addition, the timetable has also been the subject of consideration via the Local Development Framework Working Party; again a cross party group of Council members.

Can I repeat and re-emphasise the commitment of the Administration, supported I would hope by members of all three Political Groups, to working alongside all those stakeholders involved with the site to bring about our the ambitions I have outlined above at the earliest opportunity.

The development brief timetable identifies the opportunities to report to Council the key milestones in the regeneration of the site. Whilst the precise date of the longlisting meeting is to be confirmed (February 2008), it is anticipated that Council will be informed as soon as possible after that stage has been completed. In the meantime, I can confirm that a briefing note on the activities relating to the Bus Station site will be circulated to Members shortly. “

(c) Question raised by Mrs. A. Hall and addressed to Mrs. S. Francks

“Can the Executive Member with responsibility for Recycling inform Council of the level of public support from the 1200 participating households for the recently introduced kitchen food waste collection trial?”

Response from Mrs. S. Francks

“I would like to thank Councillor Mrs A Hall for her question. I am delighted to be able to advise Council of the successful introduction of the kitchen food waste collection trial to 1200 household in Burbage in this Council’s area.

The service has been well received and approximately 60% of households have put waste out for collection each week since the trial commenced on 15th October 2007. This is indicative of a participation rate of over 70% (i.e. households that put out waste at least once over 3 weeks).

As a result, approximately 2 tonnes of food waste has been collected each week for conversion into a usable compost. Similar results are being obtained in the other trial area in Lutterworth. Members will be pleased to know that the trial in Harborough District Council’s area is also being operated by our own workforce.

If a similar service was introduced across the Borough, it has been estimated that the result would be in excess of 4000 tonnes of food waste would be diverted from landfill. The resultant recycling and composting rate would be in the region of 53 – 55%, well above our own target of 50% in 2010 and well on the way to our 2017 target of 58%.

Once again, the people living in this Council's area have shown their commitment to recycling and their willingness to work with this Council to create 'A Borough to be Proud Of'."

(d) Question raised by Mr. B.E. Sutton and addressed to Mr. D.C. Bill

"As the Council's discussions on the future of the leisure centre progress, does the Leader agree that this provides a golden opportunity to assess the advantages of relocating the facility to the perimeter road site and using the extra area to provide an anaerobic digester for household and garden waste, which would reduce the road miles travelled by such waste and use the energy produced to assist in running the new leisure complex?"

Would the Leader of the Council further agree that such a farsighted initiative would give the Authority the opportunity to demonstrate publicly its commitment to sustainable environmentally-friendly projects by showing how waste can be disposed of and energy produced?"

Response by Mr. D.C. Bill

"I would like to thank Councillor Sutton for this wide-ranging question, which raises issues around both asset and waste management, two key areas of work for this Council.

I can advise members that a Working Group has been established to look at all the options available to the Council for a future leisure facility, including relocation on the perimeter road. That work has only recently commenced and so it is far too early to predict what outcome will result from its deliberations.

However, if the outcome is that a new leisure facility should be developed on the perimeter road, I would want it to be a flagship development for this Borough in terms of its design and sustainability. That should include consideration of all potential sources of energy and I would not wish to exclude any at this stage.

However, we need to be mindful of our commitments to the Leicestershire Municipal Waste Management Partnership and the strategy, which is being implemented to deal with waste from households across Leicestershire. Whilst small scale energy from waste plants may have their place in certain circumstances, economies of scale may indicate that the procurement of larger, more strategic treatment facilities may prove to be the better environmental option taking into account such issues as cost, where the waste arises, local environmental impact and optimal method of treatment.

I consider that the Council has already shown its commitment to protecting the environment, particularly in areas of recycling and composting and am pleased to hear about the success of the recently introduced kitchen food waste collection trial and our continuing excellent performance in this area of work, I can assure all members that we will continue to commit to further environmentally friendly

initiatives, but only where these can be shown to be sustainable and economically viable.”

In response to a supplementary question from Mr. Sutton, Mr. Bill indicated that, having regard to the 2012 Olympics, he would arrange for all interested parties to be made aware of funding opportunities for sports development.

371 MINUTES OF SCRUTINY COMMISSION MEETINGS

In presenting these the Chairman of the Scrutiny Commission highlighted the following from the respective meetings:-

6 September 2007 (C47)

- Discussion on options for the future of the Council Offices
- Hinckley Leisure Centre Feasibility Study – update

11 October 2007 (C48)

- Interview of witnesses, Local Strategic Partnership
- Discussion on Hinckley Club for Young People project

28 November 2007 (C49)

- Rural areas review - update

In response to a Member’s question Councillor Lay indicated that he would ask the Executive member responsible for rural areas to provide Members with updates as necessary. On the motion of Mr. Lay, seconded by Mrs. Camamile it was

RESOLVED - the minutes of the Scrutiny Commission meetings held on 6 September, 11 October and 28 November 2007 be received.

372 POSITION STATEMENT BY THE LEADER OF THE COUNCIL

In his presentation of this the Leader highlighted three decisions recently taken by the Executive, namely a grant of £50,000 to the Concordia Theatre, free swimming sessions for over-60s and a review of sheltered housing. Also outlined to Members were planned developments in the new year relating to the Atkins site, Britannia Centre/Castle Street and the procurement of a development partner for the bus station site.

373 LICENSING ACT 2003 – ADOPTION OF STATEMENT OF LICENSING POLICY (C50)

Council approval having been sought to the above it was moved by Mrs. Francks, seconded by Mr. Bray and

RESOLVED – the Statement of Licensing Policy (appendix A to the report of the Director of Community and Planning Services) be adopted as the primary document by which the Council will determine applications made under the Licensing Act 2003 and related guidance.

374 GAMBLING ACT 2005 – TEMPORARY USE NOTICE (TUN) (C51)

Consideration having been given to the setting of fees (based on full cost recovery of administering a TUN application) under the above legislation it was moved by Mrs. Francks, seconded by Mr. Bray and

RESOLVED – the proposed fees for the grant and replacement of a TUN under the Gambling Act 2005, as set out in section 2.5 of the report of the Director of Community and Planning Services, be approved.

375 AMENDMENTS TO THE CONSTITUTION (C53)

Consequent upon the need to make certain revisions to the Constitution and to reflect changes in licensing legislation, the new management structure and the Financial Procedure Rules it was moved by Mr. Wright, seconded by Mr. Bill and

RESOLVED –

- (i) amendments made to the Constitution from May 2007 to date, as detailed in paragraph 3.3 of the report of the Head of Corporate and Scrutiny Services, be confirmed;
- (ii) the changes proposed on pages 33 and 34 of the report be approved; and
- (iii) approval be given to the amended Financial Procedure Rules appended to the report.

376 REQUEST FOR SUPPLEMENTARY BUDGET FOR NEW CONCESSIONARY TRAVEL SCHEME SET UP COSTS (C52)

With the coming into effect of the new Concessionary Travel Scheme on 1 April 2008 approval was sought to a supplementary budget to cover the implementation costs. Such scheme, administered by the County Council, was to be funded by Central Government. The Leader of the Council undertook to investigate whether there were any exclusions to the new scheme, whether pass holders could travel anywhere and whether the concession applied to train travel.

It was moved by Mr. Bill, seconded by Mrs. Francks and

RESOLVED – approval be given to a supplementary budget of £58,400 to meet the cost of implementing the new concessionary travel scheme which comes into operation on 1 April 2008.

377 CORPORATE PEER REVIEW (C53)

At the request of the Chief Executive Council was called upon to acknowledge the findings of the review of the Council undertaken by the IDeA at the Council's request, and to agree actions to be taken arising from such Review.

In welcoming the generally very positive findings and the Peer Group's acknowledgement of the commitment of staff it was moved by Mr. Bill, seconded by Mr. Bray and

RESOLVED –

- (i) the findings of the Peer Review, as set out in the report of the Chief Executive be acknowledged; and
- (ii) the Action Plan highlighted to address the recommendations and 'issues for consideration' in the report be agreed.

378 MOTIONS IN ACCORDANCE WITH COUNCIL PROCEDURE RULE 12

It was moved by Mr. Bown and seconded by Mr. Lay that

"Hinckley & Bosworth Borough Council requests that HSBC reconsider its decision to close its Earl Shilton branch on 1 February 2008. With the proposed 2,000 new houses in Earl Shilton it will be a rapidly growing town. The decision to close the bank will not be beneficial to the town's future since a thriving community needs amenities such as this".

Grave concerns being expressed by all Members on the intended closure of this valuable facility in Earl Shilton it was Agreed "This Council requests that the Chief Executive and the Director of Finance contact representatives of HSBC to make known the strong feelings of Members of this Council with regard to the proposed closure of the Earl Shilton branch of HSBC and the outcome of such representation be reported to the next Council meeting".

It was then moved by Mr. Bray and seconded by Mrs. Francks that

"This Council deplores the recent announcement by the Post Office that it intends to close the sub post offices at Higham-on-the-Hill and Bagworth. This follows the closure of all the other sub post offices which has so obviously been to the detriment of local communities and the intended displacement of the main Station Road post office and sorting facilities which is clearly going to cause problems for Station Road traders.

Accordingly the Council requests that the Chief Executive having regard to Members' unanimous concerns regarding post office closures make representations, as appropriate, in the strongest terms to the post office authorities".

(Both of the foregoing motions were approved by unanimous consent of all Members present).

(The meeting closed at 7.47 p.m.)

COUNCIL - 22 JANUARY 2008

REPORT OF HEAD OF CORPORATE AND SCRUTINY SERVICES
RE: CALENDAR OF MEETINGS – MAY 2008 TO MAY 2009

PURPOSE OF REPORT

To decide the dates of meetings for the period May 2008 to May 2009.

RECOMMENDATION

That the attached schedule of meetings be approved.

BACKGROUND TO THE REPORT

The attached schedule follows the current pattern of statutory meeting dates. It provides generally for Council, Executive, Personnel Committee, Scrutiny Commission and the Council Services and Finance & Audit Services Select Committees to meet at six-weekly intervals and for the Planning Committee to be held every four weeks. As previously dates have also been included to provide for quarterly meetings of the Standards Committee. In consideration of Members' concerns regarding the frequency of meetings, this calendar has been compiled on the basis that it is intended that there be no more than two statutory meetings per week.

FINANCIAL IMPLICATIONS (DB)

There are no financial implications arising directly from this report.

LEGAL IMPLICATIONS (LH)

There are no legal arising directly from this report.

CORPORATE PLAN IMPLICATIONS

None

CONSULTATION

There has been engagement between officers to ensure that meetings have been scheduled to take into account financial timescales. It should be noted that meetings of the Council, Executive and Finance & Audit Services Select Committee are required to be held at certain times, in February for Council Tax setting and June for the approval of the Statement of Accounts, in order to meet statutory deadlines and these meetings have been factored into the timetable.

RISK IMPLICATIONS

In accordance with the Access to Information Procedure Rules and to meet the statutory deadline, copies of agendas and accompanying reports need to be made publicly available at least five clear working days before a meeting.

RURAL IMPLICATIONS

None

CORPORATE IMPLICATIONS

By submitting this report, the author has taken into account the following service area implications:-

Community Safety
Health & Environment
I.C.T.
Asset Management
Human Resources

Background Papers: None
Contact Officer: Pat Pitt, ext. 5770
Portfolio Holder:

(1C22Jan08)
PP/jw 10.01.08

2008

2009

	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	<u>MAY</u>
Monday					1			1					
Tuesday			1 Plan.C.		2			2					
Wednesday			2		3 Exec	1		3 Exec				1	
Thursday	1 S.C.		3		4	2 CSSC		4	1 NYD			2 SC	
Friday	2		4	1	5	3		5	3			3	1
Saturday	3		5	2	6	4	1	6	3			4	2
Sunday	4	1	6	3	7	5	2	7	4	1	1	5	3
Monday	5 Bank Hol.	2	7 FASC	4	8	6	3 FASC	8	5	2 FASC	2	6	4 Bank.H.
Tuesday	6 Plan.C.	3 Plan. C.	8	5 Council	9 Council	7	4	9 Council	6	3	3	7 Plan C	5 Plan C
Wednesday	7 Pers.C.	4	9	6 Pers.C.	10	8	5	10 Pers.C.	7	4	4 Pers.C.	8 Exec	6
Thursday	8	5	10 CSSC	7	11	9	6	11	8 S.C.	5	5	9	7 S.C.
Friday	9	6	11	8	12	10	7	12	9	6	6	10 G.F.	8
Saturday	10	7	12	9	13	11	8	13	10	7	7	11	9
Sunday	11	8	13	10	14	12	9	14	11	8	8	12	10
Monday	12	9	14	11	15	13	10	15	12	9	9	13 E.M.	11
Tuesday	13	10	15	12	16	14	11	16Plan C	13 Plan C	10 Plan C	10 Plan C	14 Council	12
Wednesday	14 Exec	11	16	13	17 Pers.C.	15	12	17	14 Exec.	11	11	15 Pers.C.	13 Exec
Thursday	15	12 S.C.	17	14	18	16 SC	13 CSSC	18 CSSC	15	12 S.C.	12	16	14
Friday	16	13 Stand.C.	18	15 Stand.C.	19	17 Stand.C.	14	19 Stand.C.	16	13 Stand.C.	13	17 Stand.C.	15
Saturday	17	14	19	16	20	18	15	20	17	14	14	18	16
Sunday	18	15	20	17	21	19	16	21	18	15	15	19	17
Monday	19 FASC	16 FASC	21	18 FASC	22	20	17	22 FASC	19	16	16 FASC	20	18
Tuesday	20 Annual Cl	17	22	19	23 Plan C	21 Plan C	18Plan C	23	20 Council	17	17	21	19 Annual.Cl.
Wednesday	21	18 Exec	23	20	24	22 Exec	19	24	21 Pers.C.	18 Exec	18	22	20
Thursday	22	19	24 S.C.	21 CSSC	25	23	20	25 C.Day	22	19	19 CSSC	23	21
Friday	23	20	25	22	26	24	21	26 B.Day	23	20	20	24	22
Saturday	24	21	26	23	27	25	22	27	24	21	21	25	23
Sunday	25	22	27	24	28	26	23	28	25	22	22	26	24
Monday	26 Bank Hol.	23	28	25 Bank.H.	29 FASC	27	24	29	26	23	23	27	25 Bank.H.
Tuesday	27	24 Council	29 Plan.C.	26 Plan.C.	30	28 Council	25	30	27	24 Council	24	28	26
Wednesday	28	25 Pers.C.	30 Exec	27		29 Pers.C.	26	31	28	25	25	29	27
Thursday	29 CSSC	26	31	28 S.C.		30	27 SC		29 CSSC	26	26	30	28
Friday	30	27		29		31	28		30	27	27		29
Saturday	31	28		30			29		31	28	28		30
Sunday		29		31			30				29		31
Monday		30									30		
Tuesday											31		

Key:
CSSC Council Services Select Committee
FASC Finance & Audit Services Select Committee
Pers.C. Personnel Committee
Plan.C. Planning Committee
S.C. Scrutiny Commission
Stand.C. Standards Committee

(ss/CmtClerks/CmtList0809)

COUNCIL - 22ND JANUARY 2008

REPORT OF CHIEF EXECUTIVE
RE: COMPREHENSIVE PERFORMANCE ASSESSMENT -
SUBMISSION FOR RECATEGORISATION

1. **PURPOSE OF REPORT**

To secure approval of the initial submission to the Audit Commission for an upward recategorisation of the Council within the Comprehensive Performance Assessment categories.

2. **RECOMMENDATIONS**

That Council:

- (i) supports and approves the initial submission to the Audit Commission for CPA recategorisation; and
- (ii) delegates authority for any final revisions to the Chief Executive and Leader of the Council.

3. **BACKGROUND**

3.1 Council has already (26th June 2007) given unanimous support for a submission to the Audit Commission at the February 2008 'window', requesting upward recategorisation of its CPA category. This is fully in line with the strategy decision taken in 2005. The last 'window' under current arrangements is June 2008.

3.2 The corporate improvement of the Council has continued and has accelerated: our 'Use of Resources' score is now a strong 3 (it was a weak 2); our Data Quality Assessment is now at 3 (was 2) and we anticipate a further positive 'Direction of Travel' assessment, particularly given our significant improvement in performance, both absolutely and compared with other councils nationally.

3.3 I have previously given a commitment to the Council that Members would be fully involved in any submission and it is important that Members are engaged in, understand and support both the initial submission (attached to this report) and the more detailed twenty-page Self-Assessment which will be required if we are successful in our initial submission. If that is indeed the case, Members will be more intensively involved in the period from February to any on-site Inspection, which could take place at any time from April to June 2008.

3.4 The process in summary is:

- * Initial submission (three-page letter) - by 31st January 2008
- * Regional Panel consideration - February/March 2008
- * (If successful) Full Assessment (including on-site week) - April to June 2008

- 3.5 The attached draft submission has been prepared, having considered successful submissions by other district councils and meeting the maximum three-page limit. It concentrates on how we have addressed the weaknesses identified in CPA 2004 (33% of the submission) and the achievements for the community we have secured in the last three years, including our successful partnership working (66% of the submission).
- 3.6 Officers have invited comments from IDeA and GOEM, as well as external advice, in preparing this submission and will liaise with our Audit Commission Relationship Manager prior to 31st January, as he will have an important role in advising the Regional Panel.

4. **CONCLUSION**

Members are asked to consider the submission carefully to ensure that we include references to all the significant improvements and achievements of this Council in the documentation. It should be acknowledged that the Council should be proud of what it has achieved already for the communities and that Members and Officers are committed to further improvement.

5. **FINANCIAL IMPLICATIONS (SK)**

The support cost of assisting with the recategorisation process is estimated at £18,750. Budgetary provision has been made for this cost.

6. **LEGAL IMPLICATIONS (LH)**

There are no legal implications arising directly from the report.

7. **CORPORATE PLAN IMPLICATIONS**

An upward assessment of the Council's categorisation will evidence improvement in all of the Council's Strategic Aims:

Proud of our:

- * Excellence in performance
- * Probity and honesty in governance and management
- * Value in service delivery and investment in people
- * Achievements for the community
- * Reliability in partnership working.

8. **CONSULTATION**

The Council is consulting with the Improvement and Development Agency (IDeA), the Government Office for the East Midlands (GOEM) and various external partners in preparing this submission. The Strategic Leadership Board, Operations Board and other Middle Managers have been invited to comment. We will also liaise with our Audit Commission Relationship Manager prior to final submission (see para 3.6).

9. **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/decision were identified from this assessment:

Risk Description	Mitigating Action	Owner
1. Reputation of Council to improve if successful in recategorisation	Ensure that required evidence is available in robust form for inspection	Chief Executive
2. Morale of staff /Members will reduce if application unsuccessful	Communicate proposed action to staff/Members to engage support for successful application	Chief Executive

10. **RURAL IMPLICATIONS**

The Audit Commission review will cover all aspects of the Council's services, including those relating to rural areas.

11. **CORPORATE IMPLICATIONS**

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

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

Background Papers: Report to Council 7th August 2007 - 'Current and Future Planned Inspection Arrangements'

Contact Officer: Steve Atkinson, Chief Executive, ext 5606

Executive Lead: Cllr David Bill

Application for Comprehensive Performance Assessment Recategorisation

In accordance with the Audit Commission's guidelines published in *CPA – District Council Framework from 2006*, Hinckley and Bosworth Borough Council wishes to make a formal application for CPA recategorisation. This application is based on the authority's confidence that it can "demonstrate significant evidence of improvement" since the last assessment.

Background

In September 2004, when the authority received its last CPA assessment report, it was awarded a Fair rating and a score of 36 points. The overall conclusion from the inspection was that dedicated staff delivered good quality services but internal governance and management needed improvement. Since then, all of the areas for improvement identified in the inspectors' report have been addressed. The authority has improved and prioritised services around the needs expressed by local people, has invested in long-term planning and partnership working and has integrated its *CPA Improvement Plan* within its long-term *Corporate Performance Plan*.

Evidence of Improvement

Key improvements that have been embedded internally **since 2004** include:

- Strategic Planning – The Council adopted a clear vision statement ("A Borough to Be Proud of") and a set of strategic aims as the basis for its *Corporate Plan* and a refocused *Community Plan*, following extensive joint consultation with the Local Development Framework. Simultaneously the public was consulted on its service priorities. The Corporate Planning Framework (integrating business and financial planning) has been aligned accordingly, based on cross-party agreement.
- An extensive and effective Performance & Risk Management Framework is now in operation. Corporate reports on performance, financial management and risk are produced every quarter and necessary action taken. The framework has driven improvement at a faster rate than almost all other authorities. Data quality and risk management arrangements have attained a Level 3 judgement.
- Improved corporate governance arrangements are now in place, which include member and officer development programmes (facilitated and commissioned under the Council's leadership in partnership across Leicestershire), clarifying roles and responsibilities, strengthening scrutiny arrangements and an independently-chaired Standards Committee. Healthy and effective working relationships are now in place at both member-member and member-senior officer level.
- The *Medium Term Financial Strategy* reflects Council priorities and facilitates the movement of resources to priority areas or areas of under-performance. There are clear priorities and expectations for partnerships performance, which are managed on a quarterly basis. National efficiency targets have been achieved (supported by an embedded *Procurement Strategy*) whilst maintaining prudent reserves in preparation for CSR07 and sustaining the 13th lowest council tax in the country.
- A *Workforce Development Strategy* is in place to plan the overall approach to HR management. Single status has been successfully implemented and two of the six national Council Worker of the Year awards (including the overall national Council Worker of the Year) were won by our employees. 80% of staff are satisfied with their job and 85% are satisfied with working for the Council.
- A corporate approach to project management using PRINCE2 methodology is operated.

The Council undertook a health-check during December 2005 by volunteering to be a pilot for the new District CPA arrangements. This confirmed that good progress was being made against the previous corporate assessment.

In addition to internal improvements, the Council has continued to provide and improve service delivery including:

- Improvement of performance from 162nd to 14th out of 388 local authorities in the last three years.
- 42% of the 'basket improvement' performance indicators are achieving top quartile performance (equivalent to the level achieved by "Excellent" authorities).

The Council achieves high quality **service delivery and performance in the top priority areas** identified by residents at low cost:

- Recycling and Refuse – Over 99.999% of domestic refuse is collected on time and 93% of service users are satisfied. 42% of waste from local households was recycled in 2006/07. The service cost was £35.24 per household (top quartile) without the benefit of any external funding. All residents have access to a kerbside recycling collection (top quartile) including cardboard recycling (a public priority) and an increase in ‘bring’ sites.
- Clean Streets – Cleanliness of streets has significantly improved to 90.2%. The Street Cleansing service is the cheapest in Leicestershire. The Neighbourhood Warden Service received a Green Apple award for its contribution to environmental protection.
- Crime – 100% of racial incidents have further action taken against them (top quartile). Abandoned vehicles are removed quickly to reduce anti-social behaviour (top quartile). Community houses are operated in the priority neighbourhoods of Earl Shilton and Wykin to divert young people from crime, and a domestic-violence refuge is provided in Hinckley.
- Environmental Health – Achieved 100% (top quartile) compliance against Environmental Health Best Practice Checklist. Successful enforcement on dog fouling, litter and vehicles for sale on the public highway. 29 fixed-penalty notices have been issued and one prosecution. Successful implementation of civil parking enforcement. Introduction of the Ecoschools programme has enabled schools to be awarded seven Green Flags. The authority has been recognised as a Fair Trade borough. It also ‘Signed up’ to EMAS.

In addition to the success for priority service areas, **other** highlights of **significant achievement in service delivery** include:

- The speed of processing all planning applications has significantly improved and in 2006/07 all are top quartile (resulting in a substantial award of Planning Delivery Grant). Latest results placed the Council 10th nationally in deciding planning applications. Results for completion of planning applications on-line are also amongst the top 10.
- Processing of housing benefits applications is currently performing at Range 4 top quartile (resulting in increased benefit subsidy settlement). User satisfaction is 75%.
- 100% (top quartile) of Council houses meet the decent homes standard. Energy rating for Council properties has improved to 73 in 2006/07 (top quartile). Satisfaction with the Council as a landlord is the joint second-highest in the country and the highest of those councils who retain housing stock. A fit-for-purpose *Housing Strategy* and equitable *Housing Allocations Policy* exist and the Local Development Scheme is set to support the delivery of our housing targets.
- Introduced a telephone Customer Contact Centre with over 85% enquiries being answered in 15 seconds (a high number of calls are answered at first contact). A new Customer Services Centre has been opened to deal with public enquiries and visitors as a first point of contact. Overall satisfaction with cashiers is 95%. Satisfaction with complaint handling is top quartile as is the response rate to the Ombudsman. The Council website has been improved with further electronic access to services.
- Secured £2.5million external funding for key regeneration priorities of the Council. A *Town Centre Regeneration Plan* has been adopted and the Council has been successful in joining the East Midlands Business Improvement District Academy. A joint development (over £19 million) has been progressed with North Warwickshire and Hinckley College to establish a new state-of-the-art college facility in Hinckley, allied to a creative industries resource. Regeneration has been secured in the Druid Quarter, Hinckley, for market place lighting in Market Bosworth, and paving improvements to Hinckley town centre alleyways. Restoration has been completed on Gopsall Temple.
- Adoption and implementation of *Green Space Strategy*, which has received a Green Apple award. Since its introduction, six new play areas and multi-use games areas have been completed and another six are planned for completion within the next 18 months.
- Received a "Good" rating for the delivery of Cultural Services, following an independent Towards an Excellent Service (TAES) Assessment.

The Council is committed to partnership working. Examples of **success in partnership** include:

- 100% of respondents to the Parish Council Survey found the Parish Forum at least ‘Quite useful’.
- Roll out of Neighbourhood Action Teams to Earl Shilton and Barwell (priority neighbourhoods) in partnership with the Local Strategic Partnership including joint funding of Neighbourhood/Stronger Communities Manager.

- A Pilot Community Transport Initiative in partnership with the Local Strategic Partnership.
- Leading and chairing the Districts' group in the implementation of responses to the *Children Act* and coordinating activity on children's issues on behalf of Leicestershire Districts.
- A Heart Smart Scheme with 600 customers in partnership with the PCT.
- Successful Youth Conference in partnership with the Youth Council.
- Trial of food waste collection on behalf of the Leicestershire Waste Management Partnership. Potential to divert a further 4000 tonnes of waste from landfill and increase recycling level to 53%.
- Prevention-of-Flooding Partnership with Severn Trent Water Authority, Environment Agency and County Council.
- Reviewed the Community Safety Partnership, resulting in a reduction in overall crime by 15% over the last 12 months.
- Introduced a 'Smoke-Free' borough campaign in advance of the smoke free legislation which led to the council receiving the National Clean Air – Gold Award.
- Vibrant Town Centre Partnership that assisted in delivering a series of dynamic events aimed at enhancing retail spend, whilst promoting community cohesion.
- South Leicestershire Waste Partnership.
- Shared management of Building Control service with North-West Leicestershire Council.
- Delivery of shared NNDR services with other neighbouring Districts

External Assessments

The Audit Commission's 2007 *Annual Audit and Inspection Letter* said the Council was making "above-average improvement across its services" and was "improving well against its own priorities". "Improvement planning and performance management" had been strengthened "with clear evidence of intervention for poorer-performing services". The Council has made "good progress" in its Direction of Travel, and its Use of Resources for 2006/07 had been adjudged at Level 3, consistently above minimum requirements. A favourable IDeA Corporate Peer Review has reinforced the Council's positive direction of travel. A clear, community-informed and outcome-focused long-term vision for the authority is currently being finalised and an IDeA Review of the LSP is nearing completion. The Council expects a positive Direction of Travel assessment for 2007 which is expected imminently.

In view of the above, the Council feels that significant evidence of improvement has been made since the last assessment, and it hopes that you will give favourable consideration to this application for recategorisation.

I look forward to hearing from you.

Yours sincerely

Chief Executive & Leader of the Council

COUNCIL - 22ND JANUARY 2008

REPORT OF CHIEF EXECUTIVE
RE: COMPREHENSIVE PERFORMANCE ASSESSMENT -
SUBMISSION FOR RECATEGORISATION

1. **PURPOSE OF REPORT**

To secure approval of the initial submission to the Audit Commission for an upward recategorisation of the Council within the Comprehensive Performance Assessment categories.

2. **RECOMMENDATIONS**

That Council:

- (i) supports and approves the initial submission to the Audit Commission for CPA recategorisation; and
- (ii) delegates authority for any final revisions to the Chief Executive and Leader of the Council.

3. **BACKGROUND**

3.1 Council has already (26th June 2007) given unanimous support for a submission to the Audit Commission at the February 2008 'window', requesting upward recategorisation of its CPA category. This is fully in line with the strategy decision taken in 2005. The last 'window' under current arrangements is June 2008.

3.2 The corporate improvement of the Council has continued and has accelerated: our 'Use of Resources' score is now a strong 3 (it was a weak 2); our Data Quality Assessment is now at 3 (was 2) and we anticipate a further positive 'Direction of Travel' assessment, particularly given our significant improvement in performance, both absolutely and compared with other councils nationally.

3.3 I have previously given a commitment to the Council that Members would be fully involved in any submission and it is important that Members are engaged in, understand and support both the initial submission (attached to this report) and the more detailed twenty-page Self-Assessment which will be required if we are successful in our initial submission. If that is indeed the case, Members will be more intensively involved in the period from February to any on-site Inspection, which could take place at any time from April to June 2008.

3.4 The process in summary is:

- * Initial submission (three-page letter) - by 31st January 2008
- * Regional Panel consideration - February/March 2008
- * (If successful) Full Assessment (including on-site week) - April to June 2008

- 3.5 The attached draft submission has been prepared, having considered successful submissions by other district councils and meeting the maximum three-page limit. It concentrates on how we have addressed the weaknesses identified in CPA 2004 (33% of the submission) and the achievements for the community we have secured in the last three years, including our successful partnership working (66% of the submission).
- 3.6 Officers have invited comments from IDeA and GOEM, as well as external advice, in preparing this submission and will liaise with our Audit Commission Relationship Manager prior to 31st January, as he will have an important role in advising the Regional Panel.

4. **CONCLUSION**

Members are asked to consider the submission carefully to ensure that we include references to all the significant improvements and achievements of this Council in the documentation. It should be acknowledged that the Council should be proud of what it has achieved already for the communities and that Members and Officers are committed to further improvement.

5. **FINANCIAL IMPLICATIONS (SK)**

The support cost of assisting with the recategorisation process is estimated at £18,750. Budgetary provision has been made for this cost.

6. **LEGAL IMPLICATIONS (LH)**

There are no legal implications arising directly from the report.

7. **CORPORATE PLAN IMPLICATIONS**

An upward assessment of the Council's categorisation will evidence improvement in all of the Council's Strategic Aims:

Proud of our:

- * Excellence in performance
- * Probity and honesty in governance and management
- * Value in service delivery and investment in people
- * Achievements for the community
- * Reliability in partnership working.

8. **CONSULTATION**

The Council is consulting with the Improvement and Development Agency (IDeA), the Government Office for the East Midlands (GOEM) and various external partners in preparing this submission. The Strategic Leadership Board, Operations Board and other Middle Managers have been invited to comment. We will also liaise with our Audit Commission Relationship Manager prior to final submission (see para 3.6).

9. **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/decision were identified from this assessment:

Risk Description	Mitigating Action	Owner
1. Reputation of Council to improve if successful in recategorisation	Ensure that required evidence is available in robust form for inspection	Chief Executive
2. Morale of staff /Members will reduce if application unsuccessful	Communicate proposed action to staff/Members to engage support for successful application	Chief Executive

10. **RURAL IMPLICATIONS**

The Audit Commission review will cover all aspects of the Council's services, including those relating to rural areas.

11. **CORPORATE IMPLICATIONS**

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

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

Background Papers: Report to Council 7th August 2007 - 'Current and Future Planned Inspection Arrangements'

Contact Officer: Steve Atkinson, Chief Executive, ext 5606

Executive Lead: Cllr David Bill

Application for Comprehensive Performance Assessment Recategorisation

In accordance with the Audit Commission's guidelines published in *CPA – District Council Framework from 2006*, Hinckley and Bosworth Borough Council wishes to make a formal application for CPA recategorisation. This application is based on the authority's confidence that it can "demonstrate significant evidence of improvement" since the last assessment.

Background

In September 2004, when the authority received its last CPA assessment report, it was awarded a Fair rating and a score of 36 points. The overall conclusion from the inspection was that dedicated staff delivered good quality services but internal governance and management needed improvement. Since then, all of the areas for improvement identified in the inspectors' report have been addressed. The authority has improved and prioritised services around the needs expressed by local people, has invested in long-term planning and partnership working and has integrated its *CPA Improvement Plan* within its long-term *Corporate Performance Plan*.

Evidence of Improvement

Key improvements that have been embedded internally **since 2004** include:

- Strategic Planning – The Council adopted a clear vision statement ("A Borough to Be Proud of") and a set of strategic aims as the basis for its *Corporate Plan* and a refocused *Community Plan*, following extensive joint consultation with the Local Development Framework. Simultaneously the public was consulted on its service priorities. The Corporate Planning Framework (integrating business and financial planning) has been aligned accordingly, based on cross-party agreement.
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In view of the above, the Council feels that significant evidence of improvement has been made since the last assessment, and it hopes that you will give favourable consideration to this application for recategorisation.

I look forward to hearing from you.

Yours sincerely

Chief Executive & Leader of the Council

COUNCIL - 22ND JANUARY 2008

REPORT OF CHIEF EXECUTIVE
RE: VISIONING FOR THE FUTURE

1. **PURPOSE OF REPORT**

To stimulate debate and develop an emerging consensus on the future Priorities and Key Corporate Targets for the Council from April 2008.

2. **RECOMMENDATION**

That Members debate the draft priorities and targets and agree a provisional set of four priorities in preparation for final consideration and decision at the next meeting once public consultation responses are available.

3. **BACKGROUND**

3.1 The overall aspirational vision statement for the Council since 2005 have been to be 'a Borough to the Proud of'. These aspirations face two ways: to staff and Members, who should be proud to work for and serve the Borough Council as an organisation; and to the public, who we would wish to be proud to live, work and enjoy their leisure in the Borough area.

3.2 Underlying and contributing to the achievement of that aspiration should be a set of Strategic Aims and Corporate Plan Priorities, which reflect our statutory duties and are aligned with our responsibilities to deliver the priorities desired by the public and other stakeholders. Related key corporate targets can then be set to ensure the corporate priorities are achieved - a 'golden thread'.

3.3 Members are aware from previous consideration (December 2007), the current expression of our five Strategic Aims is largely inward-facing, reflecting priorities set by the Comprehensive Performance Assessment (CPA) in 2004. That previous debate acknowledged that the Council needed to set more customer-facing/outward-focussed priorities, smaller in number and more tightly focussed, to give coherence to the aspirations expressed to the Council via the following:

- * Community Plan Priorities
- * Local Development Framework - Spatial Objectives
- * Citizens' Priorities - Service and Improvement
- * The manifesto priorities of the new political Administration

3.4 The paper attached sets out a draft set of seven Corporate Plan Priorities and associated Key Corporate targets. It clarifies also the means by which the different strands of influence (see above) were coalesced into a coherent set of priorities and the underlying principles on which the work of the Council should be based (represented in the oval shapes).

3.5 This paper has been circulated widely to the public, to businesses and other stakeholders, to Members, to staff/trade unions and other agencies and views have been welcomed and muted.

3.6 It is intended that the next meeting of the Council will agree a final set of Corporate Priorities and related Key Corporate Targets, in the light of tonight's debate and responses from the wider consultation.

4. **CONCLUSION**

It is important that the Council operates to a set of coherent priorities in order to focus its corporate activities and achieve its objectives and the aspirations of and within the community. The outcome of this process should secure that end, based on wide-ranging discussions.

5. **FINANCIAL IMPLICATIONS (SK)**

The Council's financial resources will be aligned to the new Corporate Priorities and reflected in the revision of the Medium Term Financial Strategy.

6. **LEGAL IMPLICATIONS (LH)**

There are no legal implications arising directly from the report.

7. **CORPORATE PLAN IMPLICATIONS**

The development of a new set of Corporate Priorities and related Key Corporate Targets will reflect the views and aspirations of a wide range of consultees and align to the Council's current five Strategic Aims:

- * Excellence in performance
- * Probity and honesty in governance and management
- * Value in service delivery and investment in people
- * Achievements for the community
- * Reliability in partnership working.

8. **CONSULTATION**

The paper has been produced following consultation with the public, businesses and other stakeholders, Members, staff, trade unions and other agencies.

9. **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/decision were identified from this assessment:

Risk Description	Mitigating Action	Owner
1. No change to current priorities will continue 'inward' focus and not direct the necessary emphasis on outcomes for the public.	1. Review priorities to ensure all are outcome centred.	Chief Executive
2. Lack of focus will result in lack of clarity for Members, staff and the public and weak links with sources of information.	2. Review will establish clarity and necessary links.	Chief Executive

10. **RURAL IMPLICATIONS**

Any review of our priorities should ensure consideration of the whole Borough area, both urban and rural.

11. **CORPORATE IMPLICATIONS**

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

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

Background Papers: Corporate Assessment - Report and Action Plan
- 11 December 2007

Contact Officer: Steve Atkinson, Chief Executive, ext 5606

Executive Lead: Cllr David Bill

HINCKLEY & BOSWORTH VISIONING

“A Borough to be Proud of”

COMMUNITY PLAN - 7 PRIORITIES

- Thriving Communities
- A Vibrant Economy
- Better Access to Services
- Improved Health
- A High Quality Environment
- More Efficient Use of Resources
- Housing for Everyone’s Needs

LDF SPATIAL OBJECTIVES 3 Key Themes

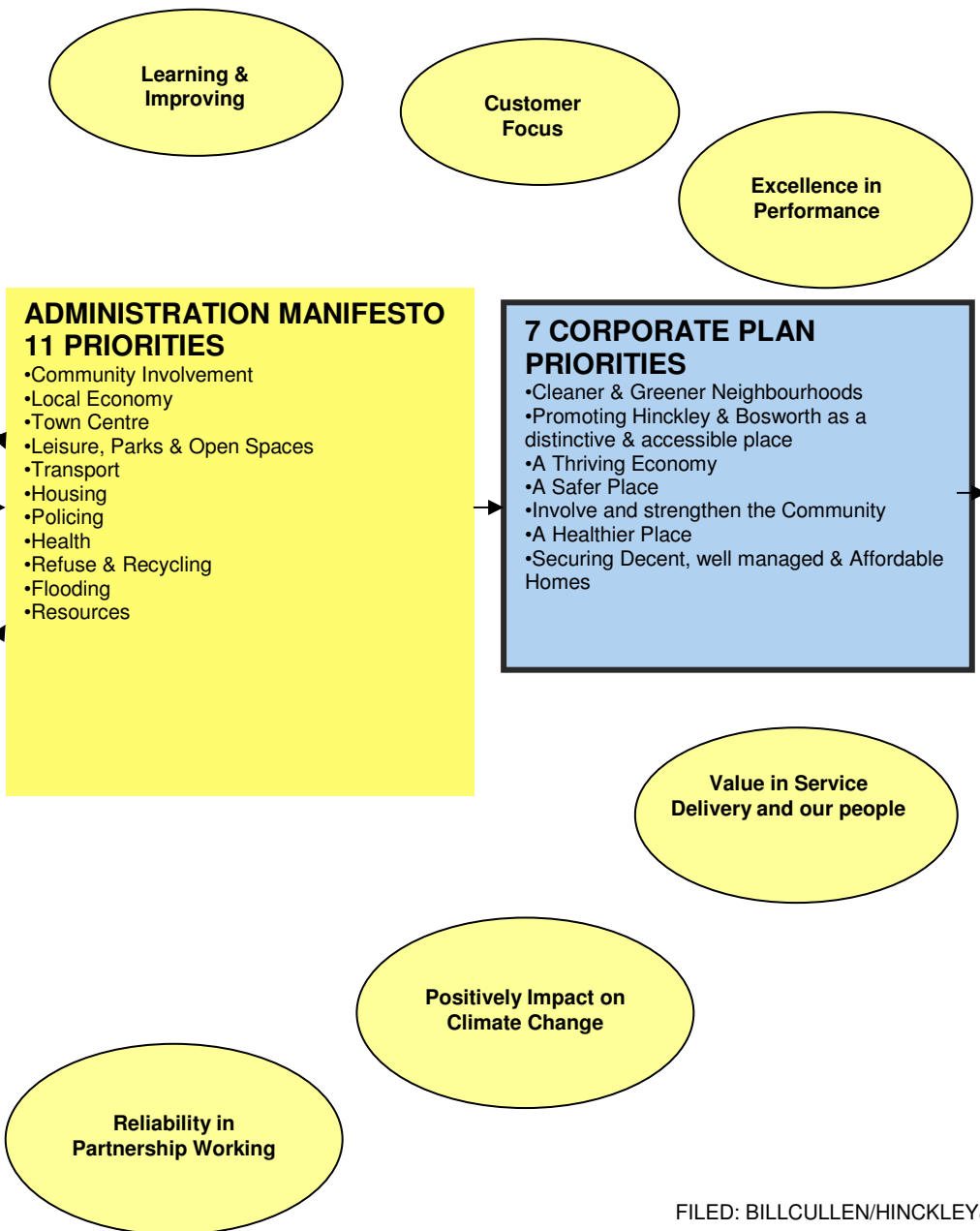
- The Economy
- The Community
- The Environment

CITIZEN PRIORITIES 7 IMPROVEMENT PRIORITIES

- Activities for Young People
- Traffic Congestion
- Crime
- Cultural & Leisure Facilities
- Shopping Facilities
- Public Transport
- Health

5 SERVICE PRIORITIES

- Refuse
- Recycling
- Street Cleansing
- Community Safety
- Environmental Health



ADMINISTRATION MANIFESTO 11 PRIORITIES

- Community Involvement
- Local Economy
- Town Centre
- Leisure, Parks & Open Spaces
- Transport
- Housing
- Policing
- Health
- Refuse & Recycling
- Flooding
- Resources

7 CORPORATE PLAN PRIORITIES

- Cleaner & Greener Neighbourhoods
- Promoting Hinckley & Bosworth as a distinctive & accessible place
- A Thriving Economy
- A Safer Place
- Involve and strengthen the Community
- A Healthier Place
- Securing Decent, well managed & Affordable Homes

TOP 12 KEY CORPORATE TARGETS

- Recycle 50% of household waste by 2010 and 58% in period to 2017
- Reduce CO2 levels in the Borough
- To ensure at least 90% of streets continue to be cleaned at the highest standard are maintained in 2012
- Secure and maintain the council stock at Decent Homes Standard by 2010
- Deliver improved Leisure facilities by 2011
- Reduce crime, anti-social behaviour and fear of crime by 10% by working with key Partners
- Ensure 100% of fly tipping and graffiti removed from public places within 24 hours
- Increase the number of people volunteering and participating in physical activity
- High levels of satisfaction with Hinckley and Bosworth as a place to live
- Ensure all regenerated community parks achieve green flag status by 2012
- Deliver key components of Town Centre Regeneration Plan by 2012
 - Bus Station redevelopment
 - Rail Interchange improvements
 - Atkins (new College & Creative Enterprise Centre)
- Deliver value for money by maintaining low Council Tax and providing high quality services in period 2012